

# St. James' Church of England Primary Academy



**A member of THE DIOCESE OF CHICHESTER ACADEMY TRUST**  
 The Diocese of Chichester Academy Trust, a company limited by guarantee.  
 Registered in England & Wales No. 09201845  
 Registered office: Diocesan Church House, 211 New Church Road, Hove, East Sussex, BN3 4ED

## Teaching Assistant – Person Specification

	Essential	Desirable
<b>Skills</b>	<p>Ability to work and communicate with young children.</p> <p>To be diplomatic and tactful.</p> <p>Ability to communicate with teachers and parents.</p>	<p>Able to deliver pre-planned programmes of work to children.</p>
<b>Knowledge</b>	<p>Understanding of Safeguarding in School; Health and Safety; GDPR; Race Relations; Confidentiality issues</p>	<p>Child development.</p> <p>First Aid.</p> <p>Safe working practices.</p>
<b>Experience</b>	<p>Experience of working with children with Special Educational Needs.</p> <p>Working with groups of children in an organised situation.</p>	<p>Supporting children in use of ICT in school.</p>
<b>Qualifications</b>	<p>GCSE Grade C or above in Maths and English.</p> <p>NVQ Level 2</p>	<p>NVQ Level 3 preferable</p>
<b>Other requirements</b>	<p>Patience, kindness and a genuine interest in children.</p> <p>Adaptability, flexibility and ability to work as a team with members of staff.</p> <p>Willingness to accept direction, take part in training (for example, ICT, Child Protection)</p> <p>Able to take the initiative and make decisions.</p> <p>Willing to support health care/toilet plan.</p>	<p>Confidence in dealing with children.</p> <p>Experience of delivering speech and language and core stability exercise programme.</p> <p>An understanding of safeguarding.</p> <p>Practicing Christian</p>

The Diocese of Chichester Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

The Trust is an equal opportunities employer and welcomes applicants from all sections of the community.