



## Employee Specification

When filling in the application form, please demonstrate with clear, concise examples how you meet the requirements of the post. You will be assessed in relation to the Essential and Desirable criteria. Please bear in mind that you must possess the Essential Criteria on day 1 to be able to do the job. If there are large numbers of applicants for the post then all of the criteria will be used for shortlisting. Under the Disability Discrimination Act, we recognise and welcome our responsibility to remove any barriers in our recruitment and selection process. We have tried to assess this in our Job Description and Employee Specification, however if you feel that there are barriers, please tell us in the application form. As part of the DDA we are committed to making reasonable adjustments, wherever possible and it would help us to know your needs in order to do this.

Post Title: Advanced Teaching Assistant		School: Forest Moor School	Scale: 8-13	
Criteria Number	Attributes	Criteria	How Identified	Rank
1	Relevant Experience	<ul style="list-style-type: none"> <li>Relevant experience to the post/successful experience at Forest Moor School.</li> <li>1 Year experience of working with children of relevant age/vulnerably.</li> <li>Experience of working with children and young people with SEN/SEMH needs.</li> <li>Experience of leading learning with groups of pupils.</li> </ul>	<ul style="list-style-type: none"> <li>Application/Interview</li> <li>Application/Interview</li> <li>Application/Interview</li> <li>Application/Interview</li> </ul>	Essential  Essential  Desirable  Essential
2	Education & Training	<ul style="list-style-type: none"> <li>Level 2 qualification or equivalent.</li> <li>Level 3 qualification or equivalent.</li> <li>Level 4 qualification or equivalent.</li> <li>Specific training in interventions/SEN/SEMH</li> <li>Commitment to all CPD offered.</li> </ul>	<ul style="list-style-type: none"> <li>Application/Interview</li> <li>Application/Interview</li> <li>Application/Interview</li> <li>Application/Interview</li> <li>Application/Interview</li> </ul>	Essential Desirable Desirable Desirable Essential
3	General & Special Knowledge	<ul style="list-style-type: none"> <li>Effective use of ICT and other specialist equipment/resources for teaching and progress data.</li> </ul>	<ul style="list-style-type: none"> <li>Application/Interview</li> <li>Application/Interview</li> </ul>	Essential  Desirable

		<ul style="list-style-type: none"> <li>• Understanding of pupils with social, emotional and mental health difficulties and SEN such as autism, ADHD, dyslexia and attachment needs.</li> <li>• Knowledge of interventions such as phonics, reading interventions.</li> <li>• Knowledge of reasons that effect behaviour.</li> <li>• Full working knowledge of national/foundation stage curriculum and other relevant learning programmes/strategies.</li> <li>• Understanding of child development and how children learn.</li> </ul>	<ul style="list-style-type: none"> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> </ul>	<p>Desirable</p> <p>Essential</p> <p>Essential</p>
4	Skills & Abilities	<ul style="list-style-type: none"> <li>• Ability to self-evaluate learning needs and actively seek learning opportunities.</li> <li>• Ability to relate well to children and adults.</li> <li>• Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.</li> <li>• To be able to personalise learning for pupils.</li> <li>• To develop strategies to support reluctant learners to engage and achieve.</li> <li>• To be able to use a range of strategies to support positive behaviour.</li> <li>• Fully understanding of the range of multi-agency support.</li> <li>• Ability to use correct English in spoken and written communication.</li> </ul>	<ul style="list-style-type: none"> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> <li>• Application/Interview</li> </ul>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>
5	Additional Factors	<ul style="list-style-type: none"> <li>• This school is committed to safeguarding and promoting the welfare of children and young people</li> </ul>	<ul style="list-style-type: none"> <li>• Application/Interview</li> </ul>	<p>Essential</p>



		and expects all staff and volunteers to share this commitment.		
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