

Wincham Community Primary School**Employment Details**

Job Title:	Higher Level Teaching Assistant (HLTA)
Reports to (Job Title):	Deputy Headteacher
Hours of Work	37 hours per week, term time only
Level and Scale Point:	Grade 7, starting at Scale Point 17 - £23,836 pro rata

Person Specification: Higher Level Teaching Assistant

BASIC JOB PURPOSE Undertake a specialist role working collaboratively with teaching staff and other support staff to enhance the development and education of children in accordance with the aims and policies of the school. Provide supervision for whole classes of pupils to maintain continuity of pupil's learning.

	Essential	Desirable	Evidence
Qualifications & Training	GCSE Maths/English A-C Grade (or NVQ Level 2 equiv.) HLTA Training Qualification or equivalent	Evidence of further qualifications or training. Qualified First Aider Child protection training	Application form
Experience and Training	Experience of leading learning and giving feedback Experience of planning learning opportunities and making timely adjustments for groups and individuals. Evidence of a close working relationships with class teachers and other TAs. Experience of supervising whole class groups. Experience of and applying safeguarding and health and safety policies in and educational setting		Application form / Interview/Tasks/ References

Skills & knowledge	<p>Knowledge of how children learn.</p> <p>Knowledge of the primary curriculum and assessment procedures</p> <p>Evidence of recent and relevant professional development</p> <p>Knowledge of and the ability to use a wide range of ICT skills to support children's learning and assessment</p> <p>Understanding of classroom roles and responsibilities and your own position within these</p>	<p>Knowledge and understanding of a range of different learning styles and how they can be implemented in the classroom</p> <p>Experience of monitoring the impact of intervention programs</p>	Application form / Interview/Tasks/ References
Personal Qualities	<p>Evidence of being a reflective practitioner who can evaluate their own learning needs</p> <p>Suitability to work with children.</p> <p>Excellent interpersonal skills with adults and children</p> <p>Evidence of a being able to use initiative to solve problems.</p> <p>An enthusiastic and energetic individual with a great sense of humor</p> <p>The ability to work as part of a team.</p>	<p>Evidence of the ability to respond to physical/emotional behavioural needs of the children.</p> <p>A willingness to contribute to the wider school community</p>	Application form / Interview/Tasks/ References
Special working conditions:	<p>Working across the school providing unsupervised cover</p> <p>The willingness to participating in staff meetings and INSET, as appropriate</p>		