

Employee Specification Form

Listed below are the **personal attributes** required to fulfil the duties listed in the Job Description (M03).

Post Number	
Job Title	Teaching Assistant – Level 2
Department	Dawpool Primary School
Prepared by and date	December 2026

Essential Personal Attributes	Stage Identified	Desirable Personal Attributes	Stage Identified
Qualifications <ul style="list-style-type: none"> NVQ Level 2 for Teaching Assistants or equivalent (e.g. CACHE Level 2 BTEC National Diploma, Level 2 Supporting Teaching & Learning in Schools) Good literacy, numeracy, and ICT skills (GCSE Grade C/4+ or equivalent) 	App	<ul style="list-style-type: none"> Evidence of further CPD related to supporting learning Paediatric First Aid qualification Relevant training in specific interventions SEN training 	App
Experience <ul style="list-style-type: none"> Experience of working with primary-aged children Experience working with children with Special Educational Needs Experience supporting groups and individuals to accelerate progress in English and Maths Experience and understanding of adapting activities to engage and motivate learners Experience managing behaviour in line with school policy 	App/Int	<ul style="list-style-type: none"> Experience delivering evidence-based interventions Experience supporting children with a range of SEND needs (e.g. ASD, ADHD, SEMH) 	App/Int

<p>Knowledge and skills</p> <ul style="list-style-type: none"> • Good understanding of the primary curriculum and age-related expectations • Awareness of safeguarding responsibilities and procedures • Understanding of positive behaviour management strategies • Knowledge of effective strategies to support children with barriers to learning 	App/Int	<ul style="list-style-type: none"> • Awareness of current educational initiatives relevant to primary education • Understanding of trauma-informed or attachment-aware approaches. • Familiarity with assessment for learning (AfL) techniques • Experience of leading small group interventions 	App/Int
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<ul style="list-style-type: none"> • Able to deliver planned learning to groups or individuals effectively • Effective use of IT to support learning • Strong communication skills with adults and children • Ability to reflect on practice and respond positively to feedback • Able to work collaboratively within a team and show initiative 			
<p>Special Requirements Or Personal Qualities</p> <ul style="list-style-type: none"> • Supportive of our Christian ethos • Ability to work closely as a member of a team. • Committed to whole school events. • Warm, nurturing, and patient approach • High expectations for children's learning and behaviour • Flexible, reliable, proactive, and organised • Committed to inclusion and equality of opportunity 	App/Int	<ul style="list-style-type: none"> • Keen to develop professionally and take on new responsibilities • Willingness to contribute to the wider school life 	App/Int