

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
<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