

The Teaching Assistant will be required to follow school policies and the staff code of conduct.

Please note, this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Teaching Assistant will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

# Person specification – Teaching Assistant (Music Department)

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| criteria | qualities |
| **Qualifications and training** | * A good standard of written and oral English and Mathematical skills
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| **Experience** | * Experience working in a school environment or other educational setting or children / young people
* Experience supporting learning activities
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| **Skills and knowledge** | * Good literacy and numeracy skills
* Good organisational skills
* Ability to build effective working relationships with pupils and adults
* Skills and expertise in understanding the needs of all pupils
* Knowledge of how to help adapt and deliver support to meet individual needs
* Knowledge of how to support the class teacher in the setting up and resourcing of the learning environment
* Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils
* Knowledge of different aspects of music and performance (desirable)
* Skills in singing and playing an instrument (desirable)
* Excellent verbal communication skills
* Active listening skills
* The ability to remain calm in stressful situations
* Knowledge of guidance and requirements around safeguarding children
* Good ICT skills, particularly using ICT to support learning
* Understanding of roles and responsibilities within the classroom and whole school context
* Knowledge of how to successfully lead learning activities for a group or class of children (desirable)
* Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support (desirable)
* Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice
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| **Personal qualities** | * Enjoyment of working with children
* Sensitivity and understanding, to help build good relationships with pupils and staff
* A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school
* Commitment to maintaining confidentiality at all times
* Commitment to safeguarding pupil’s wellbeing and equality
* Resilient, flexible, positive, forward looking and enthusiastic about making a difference
* Capacity to inspire, motivate and challenge children and young people
* Willingness to sing and play instruments for a range of audiences and events.
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# Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: 2.9.24

Headteacher/line manager’s signature: C Lorne

Date: 2.9.24