Date Last Reviewed: October 2025
Produced by: HT; MSJ

PERSON SPECIFICATION

Moordown St John's CE Primary School

Post Title: Teaching and Learning Assistant

Reporting to:
1: Class Teacher
2: Deputy Headteacher/Inclusion Leader
3: Headteacher

Grade: Grade 3 (points 5 - 6)

	✓ as appropriate	
	Essential	**Desirable**
Qualifications/Training The qualifications and/or training required to undertake the role.		
1. Good standard of written and spoken English.	✓	
2. GCSE at Grade C/4 or above (or equivalent) in English and Mathematics	✓	
3. Willingness to participate in in-service training	✓	
4. NVQ Level 2/3 (or National Occupational Standards equivalent) **or** QCF equivalent **or** A-levels/Btec with an ambition to train as a teacher	✓	
5. Childcare qualification		✓
Experience The level of experience required and/or length of time the post holder will have been required to have undertaken the item specified.		
1. Experience of working with children	✓	
2. Experience of working within a Primary School		✓
Knowledge The knowledge and understanding the post holder must have of the item specified.		
1. An understanding of the varied needs of children as they develop socially and academically	✓	
2. Awareness and understanding of different intervention strategies e.g. precision teaching.		✓
3. Knowledge and understanding of the 2014 National Curriculum and the Primary Assessment framework especially early reading support		✓
Skills/Abilities The level of skills or ability required to undertake the item specified.		
1. Ability to work in a way that promotes safeguarding, safety and wellbeing of pupils.	✓	
2. Excellent interpersonal skills	✓	
3. Proven ability to work as part of a team and to build purposeful relationships with pupils and staff.	✓	

	✓ as appropriate	
	Essential	**Desirable**
4. Ability to be flexible to the needs of the children and the school.	✓	
5. Reliability and consistent work ethic	✓	
6. Self organised with the ability to take initiative when required.	✓	
7. Ability to motivate and inspire children on task	✓	
Other Any other competencies required to undertake the role.		
1. Supportive of the school's ethos & values, especially in relation to the Christian faith	✓	
2. To communicate and disseminate information at a child's level of understanding	✓	
3. To be able to maintain confidentiality	✓	
4. To be polite and professional at all times	✓	
5. Aptitude to use IT as a teaching tool	✓	
6. Ability to maintain a sense of humour	✓	