



Co-op Academy  
Bebington

# Teaching Assistant Person Specification

Training and Education	Essential	Desirable	Interview
A Level (or equivalent) qualifications		✓	
Good general education to at least GCSE grade C in English and Maths pass or equivalent qualification	✓		
Relevant Teaching Assistant qualification	✓		
Hold a First Aid qualification		✓	
Sign Language minimum Level 3 BSL	✓		
<b>Knowledge and Skills</b>			
ICT skills – proficient in using Microsoft Word, Excel, Powerpoint		✓	
Good communication skills both written and verbal	✓		
Ability to communicate effectively with students	✓		
Attention to detail	✓		
Ability to work alone and as part of a team to meet deadlines	✓		
Ability to liaise with class teachers, providing feedback about cover work and classes	✓		
Ability to relate to students in a pleasant and sympathetic manner and to recognise potential safeguarding issues	✓		
Knowledge of good practice, policies and procedures including Child Protection and GDPR	✓		
Experience in following a physiotherapy programme		✓	
<b>Experience</b>			
Experience of working within an educational environment		✓	
Enjoy working with young people	✓		
Experience of speech and language therapy		✓	
Experience of manual handling and personal care	✓		
<b>Personal Attributes</b>			
Enjoy working with young people	✓		
Professional manner and personal integrity	✓		
Confident and calm approach	✓		
Demonstrate an ability to cope with stressful situations	✓		
Punctuality to work	✓		
Excellent role model for young people	✓		
<b>Safeguarding</b>			
Applicants will be required to demonstrate their commitment to promoting and safeguarding the welfare of children and young people in line with Academy policies and procedures. A satisfactory Enhanced DBS disclosure is required for this role.			
<b>Diversity</b>			
We welcome applicants from under-represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.			