

PERSON SPECIFICATION

JOB TITLE: Preschool Room Lead Teaching Assistant A

DEPARTMENT: Education

GRADE: 5

PREPARED BY: DMS/BG

POST NO: BPS/PSTASept25

DATE: 22nd May 2025

E = ESSENTIAL D = DESIRABLE		SOURCE OF EVIDENCE - APPLICATION = A TEST = T INTERVIEW = I	
	1. EXPERIENCE, direct work experience, other relevant experience.	W =	
E	Considerable experience in a school environment working with a relevant age group.		A/I
E	Administered routine pupil test / marking / pupil record keeping.		A/I
D	Supervision of staff.		A/I
			A/I
	2. KNOWLEDGE, without which the job cannot be done effectively.	W =	
E	Full working knowledge of policies and practices of schools.		A/I/T
E	Working knowledge of National Curriculum.		A/I/T
E	Understanding of principles of Child Development.		A/I
			A/I
	3. SKILLS & ABILITIES, Essential/Capable of doing, Desirable/Able to train.	W =	
E	ICT in particular Microsoft Office and school learning packages.		A/I
			A/I
	4. QUALIFICATIONS, TRAINING & EDUCATION, also identify training to be given.	W =	
E	Full and relevant Early Years qualification Level 3 or above.		A/I
E	First Aid Certificate or equivalent.		A/I
E	Literacy and Numeracy Strategy Training and in another particular curriculum area.		A/I
E	English and Maths GCSE Grade C or above or equivalent.		A/I
	5. PERSONALITY, SOCIAL SKILLS, Relationships, thinking style, disposition.	W =	
E	Good relationship with pupils – acting as a role model.		A/I
E	Good team player.		A/I
			A/I
	6. OTHER FACTORS, Physical, Mobility, Availability, Conditions, etc.	W =	A/I
	CONTRA INDICATIONS, if any	W =	
			A/I