

**Person Specification:  
Higher Level Teaching Assistant (HLTA)**

<b>Factors</b>	<b>Essential</b>	<b>Desirable</b>	<b>Assessment Method</b>
<b>Training &amp; Qualifications</b>	❖ Educated to a good standard	❖ Level 4 HLTA or equivalent qualification	Application form Interview
<b>Experience</b>	❖ Working with children with additional education needs	❖ Leading small group intervention sessions	Application form Interview
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>❖ Excellent organisational skills with good attention to detail</li> <li>❖ Excellent literacy and numeracy skills.</li> <li>❖ Ability to use adaptable and creative methods to deliver knowledge and skills to students.</li> <li>❖ Skills with regard to nurturing</li> <li>❖ Excellent communication and interpersonal skills, including the ability to work and communicate with young people</li> <li>❖ Ability to work independently and as part of a small team</li> <li>❖ Ability to use a database for reference and reporting purposes</li> <li>❖ Ability to work in a way that promotes the safety and wellbeing of children and young people</li> </ul>	❖ Ability to track student progress over time	Interview References
<b>Sexey's Values and Ethos</b>	<ul style="list-style-type: none"> <li>❖ Possess a positive and sympathetic philosophy towards working in a Church of England boarding school</li> <li>❖ Ability to show and understanding of, and support for the School's approach to dress, behaviour, academic study, involvement in activities beyond the classroom and manners</li> <li>❖ Value the contribution that each individual brings to the school community</li> <li>❖ Strong commitment to the importance of restorative justice</li> <li>❖ Respect and value diversity and promote equality</li> <li>❖ Promote and model mutual respect</li> </ul>		Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>❖ Positive, can-do attitude</li> <li>❖ Flexible approach in relation to work</li> <li>❖ Seek to work collaboratively and resolve conflict</li> <li>❖ Enthusiasm to support young people to develop intellectually and personally</li> <li>❖ Resilience</li> <li>❖ Emotional intelligence</li> </ul>	<ul style="list-style-type: none"> <li>❖ Good sense of humour</li> <li>❖ Desire to contribute to department and whole school CPD.</li> </ul>	Interview References

