

Person Specification: Higher Level Teaching Assistant (HLTA)

Factors	Essential	Desirable	Assessment Method
Qualifications	❖ Educated to a good standard	❖ Level 4 HLTA or equivalent qualification	Certificates at selection event
Experience	❖ Working with children with additional education needs	❖ Leading small group intervention sessions	Application form Interview
Knowledge and Skills	<ul style="list-style-type: none"> ❖ Excellent organisational skills with good attention to detail ❖ Excellent literacy and numeracy skills. ❖ Ability to use adaptable and creative methods to deliver knowledge and skills to students. ❖ Skills with regard to nurturing ❖ Excellent communication and interpersonal skills, including the ability to work and communicate with young people ❖ Ability to work independently and as part of a small team ❖ Ability to use a database for reference and reporting purposes ❖ Ability to work in a way that promotes the safety and wellbeing of children and young people 	❖ Ability to track student progress over time	Application form Interview References
Personal Qualities	<ul style="list-style-type: none"> ❖ Cheerful outlook ❖ Positive, can-do attitude ❖ Flexible approach in relation to work ❖ Positive attitude to personal development and training 		Interview References
Sexey's Values and Ethos	<ul style="list-style-type: none"> ❖ Possess a positive and sympathetic philosophy towards working in a Church of England boarding school. ❖ Value the contribution that each child brings to the school community ❖ Respect and value diversity and promote equality ❖ Promote and model mutual respect 		Interview