



Robert Piggott CE Federation
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PERSON SPECIFICATION Teaching Assistant (Sports Assistant)

General Heading	Detail	Essential/ Desirable	Examples
Qualifications & Experience	Specific qualifications & experience	D	Successful experience working with children in a school/early years environment. Educated to NVQ Level 2 in Sports Studies.
	Knowledge of relevant policies and procedures	D	Basic knowledge of First Aid and understanding of school policies & procedures/paediatric first aid qualified
	Literacy	E	Good reading and writing skills (National qualification Grade C or equivalent)
	Numeracy	E	Good numeracy skills (National qualification Grade C or equivalent)
	Technology	D	Knowledge of basic ICT to support learning
Communication	Written	E	Ability to read, write & understand basis reports
	Verbal	E	Ability to communicate information clearly and coherently; ability to listen effectively
	Languages	E	Overcome communication barriers with children and adults
	Negotiation	D	Consult with children and their families and carers and other adults
Working with children	Behaviour Management	E	Understand and implement the school's behaviour management & anti-bullying policy
	SEND	E	Ability to understand and support children with developmental difficulty or disability
	Curriculum	D	Good understanding of the school/national curriculum including expectations of English & Maths
	Child Development	E	Ability to manage a large group of 15+. Good understanding of the general aspect of child development and early years. Ability to assess progress and performance
	Health & Wellbeing	E	Understand and support the importance of physical and emotional wellbeing
Working with others	Working with partners	E	Understand the role of others working in and with the school. Understand and value the role of parents and carers in supporting children
	Relationships	E	Ability to establish rapport and respectful and trusting relationships with children, their families and carers, and other adults
	Teamwork	E	Ability to work effectively and positively with a range of adults

	Information sharing	E	Respect confidentiality. Know when, how and with whom to share information. Ability to follow instructions accurately
Responsibilities	Organisational skills	E	Good organisational skills. Ability to remain calm under pressure
	Line Management	D	Ability to support the work of volunteers and other assistants in the classroom
	Time Management	E	Ability to manage own time effectively
	Problem Solving	E	Demonstrate a positive, solution focused approach to resolve routine problems independently
General	Equalities	E	Awareness of and commitment to equality
	Health & Safety	E	Basic understanding of Health & Safety
	Child Protection	E	Understand and implement child protection procedures
	Confidentiality/Data Protection	E	Understand procedures and legislation relating to confidentiality and implement them
	CPD	E	Be prepared to develop and learn in the role
	Performance Management	E	Participate in annual performance appraisal constructively and positively
	Ability to Drive	E	Own transport