



Person Specification

Post Title	Higher Level Teaching Assistant (HLTA)
Salary/Grade:	NJC07 – FTE 0.723256 = £18,503.79
Academy:	Jewell Academy, Bournemouth
Reporting To:	Principal
Hours of Work:	8:30am to 3:15pm – Monday to Friday (Term Time Only)
Core Purpose:	<ul style="list-style-type: none">• To undertake work and responsibilities in line with the Training and Development Agency for Schools (TDA) standards for higher level teaching assistants (HLTA).• To contribute to planning, preparing and delivery of agreed work and support programmes to individuals or groups of pupils working with pupils who have complex needs and profound learning difficulties.• To advance pupils learning in a range of classroom settings, including working with whole classes where the assigned teacher is not present.• Working with and planning for children with SEND.• To undertake class teaching in the absence of a Class Teacher.• To be able to teach classes from Early Years to Year 6.• Under an agreed system of direction and supervision carry out timetabled PPA cover for teachers within agreed staffing levels and appropriate risk assessments.• To use behaviour management strategies in line with the school's policy and procedures, which contribute to a purposeful learning environment for pupils appropriate to their age and special needs.• To promote the inclusion of all pupils, ensuring they have equal opportunities to learn and develop, particularly helping to overcome barriers to learning including physical, emotional and behavioural difficulties.• To be responsible for promoting and safeguarding the welfare of children and young people within the school.• To hold Maths and English GCSE, minimum Grade C.• To have undertaken a Teaching Assistant qualification is essential.