



*Rooted in Christ and Catholic tradition and under the guidance of its patron, St Edmund's aims to realise the God-given potential, in body, mind and spirit, of all members of its community through service and leadership.*

*Avita Pro Fide !*

*The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

<b>Role title:</b>	<b>SEN Teaching Assistant</b>		
<b>Reporting to:</b>	<b>Head of Learning Support/SENCO</b>		
	<b>Essential</b>	<b>Desirable</b>	<b>Method of assessment</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>English and Maths O Level or GCSE to at least Grade C</li> </ul>	<ul style="list-style-type: none"> <li>A recognised qualification NVQ Level or equivalent</li> </ul>	Production of the Applicant's certificates
<b>Experience</b>	<ul style="list-style-type: none"> <li>Comfortable with the demands of a busy school environment</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with children of the relevant age group (age 11 – 18)</li> </ul>	Contents of the application form  Interview  Professional references
<b>Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>Able to organise time efficiently and effectively</li> <li>Prepared to work either one-to-one or small group situations with students</li> <li>To support the preparation of teaching resources</li> <li>School based ICT basic competency</li> </ul>	<ul style="list-style-type: none"> <li>Competent ICT skills: Word and Excel</li> </ul>	Contents of the application form  Interview  Professional references
<b>Personal competencies and qualities</b>	<ul style="list-style-type: none"> <li>Sense of humour</li> <li>A mature approach to learning needs</li> <li>A flexible approach coupled with an empathetic outlook</li> <li>A team player</li> </ul>	<ul style="list-style-type: none"> <li>Someone prepared to participate in further professional development</li> </ul>	Contents of the application form  Interview  Professional references

***The College is committed to safeguarding the welfare of children, therefore, all candidates will be required to undergo an Enhanced DBS check.***

***We will seek references that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications.***