



HLTA person specification

St Michael's Catholic Primary School

	Essential	Desirable
Qualifications and training	The successful candidate will: • Have HLTA status or QTS. • Meet the HLTA standards or equivalent.	The successful candidate may also have: • First aid training. • Relevant qualifications to at least level of qualification. • Evidence of relevant CPD. • Evidence of relevant safeguarding training
Skills and experience	The successful candidate will have: • Demonstrable levels of numeracy and literacy. • Experience of working in a school setting. • Experience of working with pupils with SEND. • Experience of teaching individuals, groups and whole classes. • Effective oral and written communication skills. • Good organisational and time management skills. • Strong ICT skills.	The successful candidate may also have: • Experience leading and managing other support staff. • Experience in a specialist area. • Experience in multi-agency working.
Knowledge	The successful candidate will have: • Knowledge of the HLTA standards. • Knowledge of relevant school policies, including safeguarding. • Knowledge of the curriculum.	The successful candidate may also have: • Knowledge of a specialist area. • Knowledge and experience of first aid procedures



Personal traits	The successful candidate will be: • Able to build successful working relationships. • Adaptable. • Able to work independently and in a group. • Empathetic with those facing barriers to their learning.	
School Ethos	The successful candidate will demonstrate; • Commitment to support the Catholic ethos of the school • Commitment and enthusiasm to motivate and support the learning of children of all abilities and backgrounds, including vulnerable learners.	The successful candidate may also: • Be a practicing Catholic • Experience of working with and/or developing links with parents/carers and the wider community.