



# WEST KIRBY PRIMARY SCHOOL

Welcoming - Kind - Polite - Successful

Anglesey Road, West Kirby, Wirral, CH48 5EQ

Headteacher: Mrs E Bailey (BEd Hons, MSc, NPQH)

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[www.westkirbyprimaryschool.co.uk](http://www.westkirbyprimaryschool.co.uk)

**JOB TITLE: Teaching Assistant / Library Support (Level 1)**

**M23**

Essential	Desirable
<b><u>Qualifications</u></b> <ul style="list-style-type: none"> <li>• Good English Skills</li> <li>• Good Maths Skills</li> <li>• Good IT Skills</li> </ul>	<ul style="list-style-type: none"> <li>• NVQ2 for Teaching Assistants or equivalent</li> <li>• Participation in development and training opportunities</li> <li>• Evidence of further related training or interests</li> </ul>
<b><u>Experience</u></b> <ul style="list-style-type: none"> <li>• Work within a school setting</li> </ul>	<ul style="list-style-type: none"> <li>• Working with or caring for children of relevant age</li> <li>• Experience of working with children who have a range of special needs</li> <li>• Experience of working/volunteering within a school library setting</li> </ul>
<b><u>Knowledge &amp; Skills</u></b> <ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Ability to relate well to children and adults</li> <li>• Ability to work constructively as part of a team, understanding classroom roles and responsibilities and own position with these roles</li> <li>• Awareness of Safeguarding &amp; Child Protection</li> <li>• Awareness of confidentiality and data protection</li> <li>• Knowledge and understanding of inclusion within the classroom</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use basic technology- photocopier, computer system, library software</li> <li>• Willingness to support children in all activities</li> <li>• Appropriate knowledge of first aid.</li> <li>• Knowledge and enthusiasm of children's literature</li> <li>• Support the culture and ethos of West Kirby Primary School</li> </ul>