

ROLE ADVERT

ROLE TITLE: Teaching Assistant – Level 3

LOCATION: **Gilwern Primary School**

An exciting opportunity has arisen to make a real difference at Gilwern Primary School and become part of a highly effective team.

We are looking for an inspirational practitioner who is passionate about making a difference to children's life experiences, who is able to nurture and empower learners to achieve their full potential.

You will have high expectations of learning and behaviour; challenge all children to achieve their personal best. With your energy and commitment to go the 'extra mile', you will shape the future of our school in harmony with our ethos and vision. You believe in continuous improvement for yourself as a way of achieving the very best for the children and families of our community.

Our vision at Gilwern Primary School is that we are Creative Learners who are Independent, Motivated and Belong to our community and together we will CLIMB . Your role here will be integral to bring the vision to life. As a Level 3 Teaching Assistant your job will be varied and interesting. The successful candidate will need to be flexible, working across the school – from supporting pupils in class; to working with them in small groups; on a one to one basis, and cover supervision when necessary.

POST ID: L20571031

GRADE: Band D SCP 9 – SCP 13

SALARY: £25,119 – £26,873 pro rata

HOURS: 30 hours per week Monday – Friday – term time only

CONTRACT TYPE: Temporary until 31.08.25

DISCLOSURE AND BARRING SERVICE (DBS) CHECK: Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to the following DBS check: An Enhanced with Children Barred List Check

**Should you require any further information regarding this post, please contact:
Brady Edwards Headteacher on 01873 830325 or via email:
gil.primary@monmouthshireschools.wales**

Closing date: 27th September 2024, 12.00 noon

Interview date: 2nd October 2024

Start Date: As soon as possible

Please note that we are not able to accept CV's

To apply for this post please complete an application form via:

<https://www.monmouthshire.gov.uk/jobs-employment/>

or

<https://www.eteach.com/jobs-in-monmouthshire-schools>

Applications may be submitted in Welsh, and that an application submitted in Welsh will not be treated less favourably than an application submitted in English.

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

This post requires registration with the EWC - Education Workforce Council

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community.

All posts are open to job-share unless stated otherwise.

Monmouthshire County Council operates a Smoke Free Workplace policy.

What else you need to know.....Our Values:

Our purpose is underpinned by a clear sense of who we are as an organisation. We expect people who work with us to share a strong value set and expect that these are evident in the ways in which we work and engage with our communities.

Teamwork: We will work with you and our partners to support and inspire everyone to get involved. We will make the best of the ideas, and resources available to make sure we do the things that most positively impact our people and places.

Openness: We are open and honest. People have the chance to be involved and tell us what matters.

Flexibility: We are flexible, enabling delivery of the most effective and efficient services. This means a genuine commitment to working with everyone to embrace new ways of working.

Fairness: We provide opportunities for people and communities to thrive. We will always try to treat everyone fairly and consistently.

Kindness: We will show kindness to all those we work with, putting the importance of relationships and the connections we have with one another at the heart of all interactions.

This role will work with Monmouthshire to achieve these.

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

JOB DESCRIPTION

ROLE TITLE:	Teaching Assistant – Level 3
CONTRACT TYPE:	Temporary until 31.08.25
POST ID:	L20571031
GRADE/SALARY:	Band D SCP 9 – SCP 13
HOURS:	30 hours per week
WORK PATTERN:	Term time only, Monday to Friday 9:00 – 3:30
LOCATION:	Gilwern Primary School
RESPONSIBLE TO:	Headteacher
DISCLOSURE AND BARRING SERVICE (DBS) CHECK:	Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to the following DBS check: An Enhanced with Children Barred List Check

WELSH LANGUAGE **Welsh language skills are desirable**

SAFEGUARDING:

Child and Adult Protection are key priorities for the School and Council. We aim to support children and adults at risk to be as safe as they can and to fulfil their potential. You are responsible for playing your part in the well-being, safety and protection of children and adults at risk. You will have a responsibility to participate in training to the appropriate level of safeguarding and have a duty to fulfil your personal responsibilities for safeguarding

Our Purpose:

Working under guidance provide support in addressing the needs of pupils who need particular help to overcome barriers to learning.

Your responsibilities are to:

Support for Pupils

- Provide pastoral support to pupils.
- Receive and supervise pupils excluded from, or otherwise not working to a normal timetable.
- Attend to pupils' personal needs and provide advice in their social, health and hygiene development.
- Participate in comprehensive assessment of pupils to determine those in need of particular help.
- Assist the teacher with the development and implementation of Individual

Education/Behaviour/Support/Mentoring Plans.

- Support provision for pupils with special needs.
- Establish productive working relationships with pupils, acting as a role model.
- Develop one-to-one mentoring arrangement with and provide support for distressed pupils.
- Promote the speedy/effective transfer of pupils across phases/integration of those who have been absent.
- Provide information and advice to enable pupils to make choices about their own learning/behaviour/attendance.
- Challenge and motivate pupils, promote and reinforce self-esteem.
- Provide feedback to pupils in relation to progress, achievement, behaviour, attendance, etc.

Support for the Teacher

- Liaise with feeder schools and other relevant bodies to gather pupil information.
- Support pupils' access to learning using appropriate strategies, resources, etc..
- Work with other staff in planning, evaluating and adjusting learning activities as appropriate.
- Monitor and evaluate pupils' responses and progress against action plans through observation and planned recording.
- Provide objective and accurate feedback and reports as required to other staff on pupils' achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Be responsible for keeping and updating records as agreed with other staff, contributing to reviews of systems/records as requested.
- Assist in the development and implementation of appropriate behaviour management strategies.
- Establish constructive relationships with parents/carers, exchanging information, facilitating their support for their child's attendance, access and learning and supporting home-to-school and community links.
- Assist in the development, implementation and monitoring of systems relating to attendance and integration.
- Clerical/admin. support, e.g. dealing with correspondence, compilation/analysis/reporting on attendance, exclusions, etc., making phone calls, etc..

Support for the Curriculum

- Implement agreed learning activities/teaching programmes, adjusting activities according to pupil responses/needs.
- Be aware of and appreciate a range of activities, courses, organisations and individuals to provide support for pupils to broaden and enrich their learning.
- Determine the need for, prepare and use specialist equipment, plans and resources to support pupils.

Support for the School

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/work/aims of the school.
- Establish constructive relationships and communicate with other agencies/professionals in liaison with the teacher, to support achievement and progress of pupils.
- Attend and participate in regular meetings.
- Participate in training and other learning activities, as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Assist in the supervision, training and development of staff.
- Safeguarding and Child and Adult Protection are key priorities for the School and Council. We aim to support children and adults at risk to be as safe as they can and to fulfil their potential. You are responsible for playing your part in the well-being, safety and protection of children and adults at risk. You will have a responsibility to participate in training to the appropriate level of safeguarding and have a duty to fulfil your personal responsibilities for safeguarding.
- Implement planned supervision of pupils out of school hours.
- Supervise pupils on visits, trips and out-of-school activities as required.

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

Experience

- Working with or caring for children of relevant age.
- Working when required with pupils with additional needs.

Qualifications

- Good numeracy/literacy skills.
- NVQ/QCF Level 3 for Teaching Assistants or equivalent qualification or experience, e.g. RNIB, BSL Level 1 qualification.
- Training in relevant strategies to support learning.
- First aid training as appropriate.

Knowledge/Skills

- Full working knowledge of relevant policies/code of practice and awareness of relevant legislation.
- Working knowledge of National Curriculum and other relevant learning programmes.
- Understanding of principles of child development and learning processes and, in particular, barriers to learning.
- Ability to plan effective actions for pupils at risk of underachieving.
- Full understanding of the range of support services/providers.
- Ability to self-evaluate learning needs and actively seek learning opportunities.
- Ability to relate well to children and adults.
- Work constructively and flexibly as part of a team, understanding classroom roles and responsibilities and your own position within these.
- Be aware of and comply with policies and procedures relating to inclusion, child protection, safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

Appointment to this post is exempt from Rehabilitation of Offenders Act and the position requires a DBS Disclosure check and two suitable written references before appointment.

Welsh Desirable

You may be required to learn or improve your existing skills through attending staff Welsh language training funded by the council. This will be implemented if a need for Welsh language skills in the role arises.

HYSBYSEB SWYDD

TEITL SWYDD: Cynorthwydd Addysgu – Lefel 3

LLEOLIAD: Ysgol Gynradd Gilwern

Daeth cyfle cyffrous ar gael i wneud gwahaniaeth go iawn yn Ysgol Gynradd Gilwern a dod yn rhan o dîm effeithlon iawn.

Edrychwn am ymarferydd sy'n ysbrydoli ac sy'n angerddol am wneud gwahaniaeth i brofiadau bywyd plant, a all feithrin a grymuso dysgwyr i gyflawni eu potensial llawn.

Bydd gennych ddisgwyliadau uchel o ddysgu ac ymddygiad; herio pob plentyn i gyflawni eu gorau glas. Gyda'ch egni a'ch ymroddiad i fynd yr 'ail filltir', byddwch yn llunio dyfodol ein hysgol mewn cytgord gyda'n ethos a'n gweledigaeth. Rydych yn credu mewn gwelliant parhaus ar gyfer eich hun fel ffordd o gyflawni'r gorau oll ar gyfer plant a theuluoedd ein cymuned.

Ein gweledigaeth yn Ysgol Gynradd Gilwern yw ein bod yn ddysgwyr creadigol sy'n annibynnol, gyda chymhelliant ac yn perthyn i'n cymuned. Bydd eich rôl yma yn hanfodol i ddod â'r weledigaeth yn fyw. Fel Cynorthwydd Addysgu Lefel 3, bydd eich swydd yn amrywiol a diddorol. Bydd angen i'r ymgeisydd llwyddiannus fod yn hyblyg, gan weithio ar draws yr ysgol – o gefnogi disgyblion yn y dosbarth, i weithio gyda nhw mewn grwpiau bach, ar sail un-i-un a llanw dros oruchwyliaeth pan fo angen.

CYFEIRNOD: L20571031

GRADD: Band D SCP 9 – SCP 13

CYFLOG: £25,119 – £26,873 pro rata

ORIAU: 30 awr yr wythnos dydd Llun – dydd Gwener – yn ystod y tymor yn unig

MATH CONTRACT: Dros dro tan 31.08.25

GWIRIAD DBS Mae penodiad i'r swydd hon wedi ei eithrio o Ddeddf Adsefydlu Troseddwy ac yn amodol ar y gwiriad Gwasanaeth Datgelu a Gwahardd (DBS) canlynol: Gwiriad Manwl gyda Gwiriad ar y Rhestr Gwahardd Rhag Gweithio gyda Phlant.

Os ydych angen mwy o wybodaeth am y swydd hon, cysylltwch â Brady Edwards, Pennaeth yr Ysgol ar 01873 830325 neu drwy e-bost: gil.primary@monmouthshireschools.wales

Dyddiad cau: 27 Medi 2024, 12.00 canol-dydd

Dyddiad cyfweiliadau: 2 Hydref 2024

Dyddiad dechrau: Cyn gynted ag sy'n bosibl

Dylid nodi na allwn dderbyn CVs

I wneud cais am y swydd hon cwblhewch ffurflen gais drwy:

<https://www.monmouthshire.gov.uk/jobs-employment/>

neu

<https://www.eteach.com/jobs-in-monmouthshire-schools>

Gellir cyflwyno ceisiadau yn y Gymraeg ac ni chaiff cais a gyflwynir yn Gymraeg ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.

Mae penodiad i'r swydd wedi ei eithrio o'r Ddeddf Adsefydlu Troseddwyr ac yn amodol ar Wiriad Datgeliad Manwl.

Mae angen cofrestru gyda Chyngor y Gweithlu Addysg ar gyfer y swydd.

Mae'r Corff Llywodraethu yn ymroddedig i ddiogelu a hyrwyddo lles plant a phobl ifanc ac mae'n disgwyl i'r holl gyflogeion a gwirfoddolwyr i rannu'r ymrwymiad hwn.

Mae Cyngor Sir Fynwy yn gyflogwr cyfle cyfartal ac mae'n croesawu ceisiadau gan bob adran o'r gymuned.

Mae'r holl swyddi yn agored i gael eu rhannu os na nodir fel arall.

Mae Cyngor Sir Fynwy yn gweithredu polisi gweithle Dim Ysmygu.

Beth arall sydd angen i chi ei wybod..... Ein Gwerthoedd:

Mae ein diben yn seiliedig ar ymdeimlad clir o bwy ydym ni fel sefydliad. Rydym yn disgwyl i bobl sy'n gweithio gyda ni rannu set gwerth cryf a disgwyl bod y rhain yn amlwg yn y ffyrdd yr ydym yn gweithio ac yn ymgysylltu â'n cymunedau.

Gwaith Tîm: Byddwn yn gweithio gyda chi a'n partneriaid i gefnogi ac ysbrydoli pawb i gymryd rhan. Byddwn yn gwneud y gorau o'r syniadau, a'r adnoddau sydd ar gael er mwyn sicrhau ein bod yn gwneud y pethau sy'n cael effaith fwyaf cadarnhaol ar ein pobl a'n lleoedd.

Bod yn agored: Rydym yn agored ac yn onest. Mae pobl yn cael y cyfle i gymryd rhan a dweud wrthym beth sy'n bwysig.

Hyblygrwydd: Rydym yn hyblyg er mwyn gallu darparu'r gwasanaethau mwyaf effeithiol ac effeithlon. Mae hyn yn golygu ymrwymiad gwirioneddol i weithio gyda phawb i gofleidio ffyrdd newydd o weithio.

Tegwch: Rydym yn darparu cyfleoedd i bobl a chymunedau ffynnu. Byddwn bob amser yn ceisio trin pawb yn deg ac yn gyson.

Caredigrwydd: Byddwn yn dangos caredigrwydd i bawb yr ydym yn gweithio gyda nhw, gan roi pwysigrwydd perthnasoedd a'r cysylltiadau sydd gennym â'n gilydd wrth wraidd pob rhyngweithio.

Bydd y rôl hon yn gweithio gyda Sir Fynwy i gyflawni'r rhain.

Mae pawb a gyflogir yn sicrhau eu bod yn gweithredu bob amser mewn ffordd sy'n gydnaws gyda Pholisi Cyfle Cyfartal Sir Fynwy yn eu maes cyfrifoldeb eu hunain ac yn eu hymddygiad cyffredinol.

DISGRIFIAD SWYDD

TEITL SWYDD: Cynorthwydd Addysgu - Lefel 3

MATH CONTRACT: Dros dro hyd at 31.08.25

CYFEIRNOD SWYDD: L20571031

GRADD/CYFLOG: Band D SCP 9 – SCP 13

ORIAU: 30 awr yr wythnos

PATRWM GWAITH: Yn ystod y tymor yn unig, dydd Llun i ddydd
Gwener 9:00 – 3:30

LLEOLIAD: Ysgol Gynradd Gilwern

ATEBOL I: Pennaeth yr Ysgol

GWIRIAD DBS: Cafodd penodiad i'r swydd hon ei eithrio o'r Ddeddf Adsefydlu Troseddwyr ac mae'n amodol ar y gwiriad DBS canlynol: Manwl gyda Gwiriad ar y Rhestr Gwahardd Rhag Gweithio gyda Phlant.

Y GYMRAEG: Byddai sgiliau yn y Gymraeg yn ddymunol

DIOGELU:

Mae Diogelu Plant ac Oedolion yn flaenoriaethau allweddol i'r Ysgol a'r Cyngor. Ein nod yw cefnogi plant ac oedolion sydd mewn risg i fod mor ddiogel ag y gallant ac i gyflawni eu potensial. Chi sy'n gyfrifol am chwarae eich rhan yng ngwaith lles, diogelu ac amddiffyn plant ac oedolion sydd mewn risg. Bydd gennych gyfrifoldeb i gymryd rhan mewn hyfforddiant i'r lefel briodol o ddiogelu ac mae gennych ddyletswydd i gyflawni eich cyfrifoldebau personol o ran diogelu.

Ein diben:

Gweithio dan arweiniad i roi cymorth wrth drin anghenion disgyblion sydd angen help neilltuol i oresgyn rhwystrau i ddysgu.

Eich cyfrifoldebau yw:

Cymorth i ddisgyblion

- Rhoi cymorth bugeiliol i ddisgyblion.
- Derbyd a goruchwylio disgyblion a gafodd eu heithrio o, neu sydd fel arall heb fod yn gweithio i amserlen arferol.
- Mynychu i anghenion personol disgyblion a rhoi cyngor gyda'u datblygiad cymdeithasol, iechyd a hylendid.
- Cymryd rhan mewn asesiad cynhwysfawr o ddisgyblion i benderfynu ar y rhai sydd angen help neilltuol.

- Cynorthwyo'r athro/athrawes gyda datblygu a gweithredu Cynlluniau Addysg/Ymddygiad/Cymorth/Mentora Unigol.
- Cefnogi darpariaeth ar gyfer disgyblion gydag anghenion arbennig.
- Sefydlu perthynas waith gynhyrchiol gyda disgyblion, gan weithredu fel model rôl.
- Datblygu trefniadau mentora un-i-un gyda a darparu cymorth i ddisgyblion gofidus.
- Hyrwyddo trosglwyddo disgyblion yn gyflym/effeithlon ar draws cyfnodau/integreiddio'r rhai a fu'n absennol.
- Rhoi cyngor a gwybodaeth i alluogi disgyblion i wneud dewisiadau am eu dysgu/ymddygiad/presenoldeb eu hunain.
- Herio a chymell disgyblion, hyrwyddo a chadarnhau hunan-dyb.
- Rhoi adborth i ddisgyblion yng nghylch cynnydd, cyflawniad, ymddygiad, presenoldeb ac yn y blaen.

Cymorth i'r Athro/Athrawes

- Cydlynu gydag ysgolion bwydo a chyrrff eraill perthnasol i gasglu gwybodaeth am ddisgyblion.
- Cefnogi mynediad disgyblion i ddysgu yn defnyddio strategaethau priodol, adnoddau ac yn y blaen.
- Gweithio gyda staff eraill wrth gynllunio, gwerthuso ac addysgu gweithgareddau dysgu fel sy'n briodol.
- Monitro a gwerthuso ymatebion a chynnydd disgyblion o gymharu â chynlluniau gweithredu drwy arsylwi a chofnodi wedi'i gynllunio.
- Rhoi adborth ac adroddiadau gwrthrychol a chywir fel sydd angen i staff eraill ar gyflawniad disgyblion, cynnydd a materion eraill, gan sicrhau bod tystiolaeth briodol ar gael.
- Bod yn gyfrifol am gadw a diweddarau cofnodion fel y cytunwyd gyda staff eraill, gan gyfrannu at adolygiadau o systemau/cofnodion yn ôl cais.
- Cynorthwyo gyda datblygu a gweithredu strategaethau priodol ar gyfer rheoli ymddygiad.
- Sefydlu perthynas adeiladol gyda rhieni/gofalwyr, cyfnewid gwybodaeth, hwyluso eu cefnogaeth ar gyfer presenoldeb, mynediad a dysgu eu plentyn a chefnogi cysylltiadau rhwng y cartref a'r ysgol a'r gymuned.
- Cynorthwyo gyda datblygu, gweithredu a monitro systemau yn ymwneud â phresenoldeb ac integreiddio.
- Cymorth clerigol/gweinyddol e.e. delio gyda gohebiaeth, casglu/dadansoddi/adrodd ar bresenoldeb, gwaharddiadau ac yn y blaen, gwneud galwadau ffôn ac yn y blaen.

Cymorth ar gyfer y Cwricwlwm

- Gweithredu gweithgareddau dysgu/rhaglenni addysgu a gytunwyd, gan addasu gweithgareddau yn ôl ymatebion/anghenion disgyblion.
- Gwybod am a gwerthfawrogi'r ystod gweithgareddau, cyrsiau, sefydliadau ac unigolion i roi cymorth i ddisgyblion ehangu a chyfoethogi eu dysgu.

- Penderfynu ar yr angen am, paratoi a defnyddio offer arbenigol, cynlluniau ac adnoddau i gefnogi disgyblion.

Cymorth ar gyfer yr Ysgol

- Gwybod am a chydymffurfio gyda pholisiau a gweithdrefnau'n ymwneud ag amddiffyn, iechyd, diogelwch a sicrwydd plant, cyfrinachedd a diogelu data, gan hysbysu person priodol am bob mater o gonsyrn.
- Gwybod am a chefnogi gwahaniaeth a sicrhau fod gan bob disgybl fynediad cyfartal i gyfleoedd i ddysgu a datblygu.
- Cyfrannu at ethos/gwaith/nodau cyffredinol yr ysgol.
- Sefydlu perthynas adeiladol a chyfathrebu gydag asiantaethau/gweithwyr proffesiynol eraill mewn cysylltiad gyda'r athro, i gefnogi cyflawniad a chynnydd disgyblion.
- Mynychu a chymryd rhan mewn cyfarfodydd rheolaidd.
- Cymryd rhan mewn hyfforddiant a gweithgareddau dysgu eraill, fel sydd angen.
- Adnabod eich cryfderau a'ch meysydd arbenigedd eich hun a'u defnyddio i gynghori a chefnogi eraill.
- Cynorthwyo gyda goruchwyliaeth, hyfforddiant a datblygu staff.
- Mae diogelu ac amddiffyn plant ac oedolion yn flaenoriaethau allweddol ar gyfer yr Ysgol a'r Cyngor. Anelwn gefnogi plant ac oedolion mewn risg i fod mor ddiogel ag y gallant fod ac i gyflawni eu potensial. Rydych yn gyfrifol am eich rhan yn llesiant, diogelwch ac amddiffyn plant ac oedolion mewn risg. Bydd gennych gyfrifoldeb am gymryd rhan mewn hyfforddiant i'r lefel briodol o ddiogelu a bydd gennych ddyletswydd i gyflawni eich cyfrifoldebau personol am ddiogelu.
- Gweithredu goruchwyliaeth wedi'i gynllunio i ddisgyblion tu allan i oriau ysgol.
- Goruchwylio disgyblion ar ymweliadau, triphiau a gweithgareddau tu allan i'r ysgol fel sydd angen.

Mae pawb a gyflogir yn gyfrifol am sicrhau eu bod yn gweithredu bob amser mewn ffordd sy'n gydnaws gyda pholisi Cyfle Cyfartal Sir Fynwy yn eu maes cyfrifoldeb eu hunain ac yn eu hymddygiad cyffredinol.

Manyleb Person

Sut fyddwn ni'n gwybod os mai chi yw'r person cywir ar gyfer y swydd? Fel yr ymgeisydd llwyddiannus byddwch wedi dangos:-

Profiad

- Gweithio gyda neu ofalu am blant o oedran perthnasol.
- Gweithio pan fo angen gyda disgyblion gydag anghenion ychwanegol.

Cymwysterau

- Sgiliau rhifedd/llythrennedd da.
- NVQ/QCF Lefel 3 ar gyfer Cynorthwywyr Addysgu neu gymhwyster neu brofiad cyfwerth, e.e. RNIB, cymhwyster Lefel 1 BSL.
- Hyfforddiant mewn strategaethau perthnasol i gefnogi dysgu.
- Hyfforddiant cymorth cyntaf fel sy'n briodol.

Gwybodaeth/Sgiliau

- Gwybodaeth waith lawn o bolisiau/cod ymarfer perthnasol ac ymwybyddiaeth o ddeddfwriaeth berthnasol.
- Gwybodaeth waith o'r Cwricwlwm Cenedlaethol a rhaglenni dysgu eraill perthnasol.
- Dealltwriaeth o egwyddorion prosesau datblygu a dysgu plant ac, yn neilltuol, rwystrau i ddysgu.
- Gallu i gynllunio camau gweithredu effeithlon ar gyfer disgyblion sydd mewn risg o dangyflawni.
- Dealltwriaeth lawn o'r ystod o wasanaethau/darparwyr cymorth.
- Gallu i hunan-werthuso anghenion dysgu a mynd ati i edrych am gyfleoedd dysgu.
- Gallu i ymwneud yn dda â phlant ac oedolion.
- Gweithio'n adeiladol a hyblyg fel rhan o dîm, gan ddeall rolau a chyfrifoldebau ystafell ddosbarth a'ch safle eich hun o'u mewn.
- Gwybod am a chydymffurfio gyda pholisiau a gweithdrefnau'n ymwneud â cynhwysiant, amddiffyn plant, diogelu, iechyd, diogelwch a sicrwydd, cyfrinachedd a diogelu data, gan hysbysu person priodol am bob mater o gonsyrn.

Cafodd penodiad i'r swydd hon ei eithrio o'r Ddeddf Adsefydlu Troseddwyr ac mae angen gwiriad datgelu DBS a dau eirida ysgrifenedig addas cyn penodiad.

Byddai sgiliau yn y Gymraeg yn ddymunol

Gall fod angen i chi ddysgu neu wella eich sgiliau presennol drwy fynychu hyfforddiant yn y Gymraeg y bydd y Cyngor yn talu amdano ar gyfer staff. Caiff hyn ei weithredu os oes angen am sgiliau yn y Gymraeg yn codi yn y swydd.