



Learning Support Co-ordinator, The Bridge

Qualifications	
Criteria	Essential / Desirable
GCSE English at Grade 4 / C or above (or equivalent)	Essential
GCSE Mathematics at Grade 4 / C or above (or equivalent)	Essential
Willingness to undertake further training	Essential
Relevant qualification (Teaching Assistant level 2)	Desirable
Experience	
Criteria	Essential / Desirable
Experience working with secondary-age students	Essential
Experience supporting students with additional needs	Essential
Experience following policies and procedures	Essential
Skills & Knowledge	
Criteria	Essential / Desirable
Ability to build positive relationships with students and staff	Essential
Ability to manage challenging behaviour calmly and consistently	Essential
Strong organisation and time-management skills	Essential
Competent IT skills (Microsoft Office)	Essential
Ability to work independently and as part of a team	Essential
Understanding of safeguarding responsibilities	Essential
Awareness of keeping children safe, healthy lifestyles and good mental health	Desirable
Understanding of SEND / SEMH and inclusion	Desirable
Knowledge of GDPR and data protection	Desirable
Understanding of SEND code of practice and the Equality Act 2010	Essential
Understanding of the school's ethos and values	Desirable
Personal Attributes	
Criteria	Essential / Desirable
Calm, resilient and solution-focused	Essential
Fair, consistent, and empathetic	Essential
High levels of integrity, sensitivity and confidentiality	Essential
Commitment to diversity, equality, and inclusion	Essential
Willingness to engage in professional development with a growth mindset	Essential
Communication (written and verbal)	Essential
Team working and problem solving	Essential
Safeguarding	
Criteria	Essential / Desirable
Commitment to safeguarding and child welfare	Essential
Willingness to undergo enhanced DBS checks	Essential