



# Holyhead

Teach What Matters

## Holyhead School Person Specification

### Post: Achievement Assistant

Area	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>● English &amp; Maths GCSE (Grade C or 4 or above)</li> <li>● Qualification in Supporting Teaching &amp; Learning (NVQ or similar at level 2) ICT Literate</li> <li>● Understanding of child development &amp; learning</li> <li>● How to improve numeracy and literacy for learners</li> <li>● Understanding of Special Needs and the diverse needs of those learners</li> <li>● Understanding the Academy curriculum and other learning programmes and learning strategies</li> </ul>	<ul style="list-style-type: none"> <li>● NVQ or similar in Teaching &amp; Learning Level 3 or above</li> <li>● Degree in a core subject area – Maths, Science, English</li> <li>● Medication Training</li> <li>● Relevant training in specialist areas (SEND) and strong evidence of continued professional development</li> <li>● Policy and Regulatory knowledge for SEND</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>● Working with or caring for children (of secondary school age) within previous and/or current post</li> <li>● Planning &amp; Preparation of work that is suitable for the learner</li> <li>● Advising teaching and pastoral staff on differentiation for particular learners in conjunction with SENCO</li> <li>● Building of positive relationships through parental liaison and other agencies</li> <li>● Using ICT to support learners achieve</li> <li>● Use the safeguarding protocols to demonstrate commitment to the safety and wellbeing of students through your actions</li> </ul>	<ul style="list-style-type: none"> <li>● Delivering speech and language programmes</li> <li>● Working with Children with ASC &amp; complex medical needs</li> <li>● Intervention – experience of implementing an agreed strategy for learners to improve their progress, attitude and engagement.</li> <li>€ The writing of and updating of IEP's for learners</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>● Able to demonstrate:</li> <li>● working towards the Support Staff Standards</li> </ul>	



# Holyhead

Teach What Matters

## Holyhead School Person Specification

	<ul style="list-style-type: none"><li>• working towards the Academy aims and objectives</li><li>• working towards the Trust aims and objectives</li></ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"><li>• Excellent Communicator</li><li>• Collaborator</li><li>• Influencer</li><li>• Reflector (ability to identify own learning opportunities)</li><li>• Organised and ability to Plan &amp; Prepare (meet deadlines)</li></ul> <p>Passionate about the role of Achievement Assistant (as reflected in the support staff standards)</p> <ul style="list-style-type: none"><li>• Empathetic</li></ul>	