

Loughton school
Learning Support Assistant - SEN
Person Specification

Attributes	Essential	Desirable
Qualifications & Training	<p>Willing to work towards an equivalency course if grade C/Level 4 or above was not achieved in Maths and English within a suitable set period.</p> <p>Proven literacy and numeracy skills.</p> <p>Basic appreciation of Health & Safety risks in a school environment</p> <p>Capable of using ICT</p> <p>Ability to communicate well</p>	<p>Basic understanding of education processes and curriculum</p> <p>First-Aid qualification or equivalent</p>
Experience	<p>Previous experience of working with SEND children</p> <p>Previous experience of working in a school</p>	
Attendance & Reliability	Has an excellent level of attendance and punctuality	
Professional Knowledge & Skills	<p>Acts professionally at all times.</p> <p>Treats all individuals fairly and with respect</p>	<p>Is aware of legislation and policy concerning discrimination, diversity and inclusion.</p> <p>Health and safety at work</p>
Personal Qualities & Attributes	<p>Able to see how own contribution adds to the strength of the team.</p> <p>Willing to help and support other members of the team.</p> <p>Communicates clearly and effectively with pupils and colleagues, orally and/or in writing.</p> <p>Responds positively to feedback.</p> <p>Responds positively to change/potential change.</p>	

Attributes	Essential	Desirable
	<p>Is prepared to change work practices when needed and work flexibly.</p> <p>Acts on performance feedback.</p> <p>Technical/professional knowledge and skills maintained at an appropriate level.</p> <p>Deals promptly, courteously and effectively with pupils/parents/colleagues.</p> <p>Treats all pupils/parents/colleagues with sensitivity, dignity and respect.</p> <p>Gives pupils/parents/colleagues a positive impression of self and the school.</p>	