

**THE SELE SCHOOL
PERSON SPECIFICATION**

Job Title: Academic Support Worker		
KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualification and Training	<p>Experience of direct work with children, young people, staff, parents and carers.</p> <p>Numeracy and literacy skills equivalent to NVQ2 or GCSE Grade C in English and Maths</p> <p>Experience of working with young people in an educational or pastoral setting</p> <p>Ability to manage pupils in a classroom setting</p>	<p>Awareness of strategies to help manage behaviour.</p> <p>Experience in mentoring, TA youth work, or behaviour support</p>
Competence Summary (Knowledge, abilities, skills, experience)	<p>Knowledge of children and young people's development, Child Protection and Safeguarding policies and procedures.</p> <p>Able to support learning in classroom environments in a range of subjects.</p> <p>Able to guide students with their reading, literacy and numeracy.</p> <p>Flexibility and sensitivity to the needs of a wide range of users in the school.</p> <p>Strong behaviour management skills with the ability to de-escalate challenging situations.</p> <p>Understanding of the curriculum requirements of the school</p> <p>Competence in the use of ICT to support teaching and learning</p>	<p>Experience working with students in Key Stage 3 and 4.</p> <p>Knowledge of various specific learning and behaviour needs.</p> <p>Knowledge of SEND and how to support students with additional needs</p>
Work-related Personal Requirements	<p>Demonstrate excellent communication skills and the ability to build positive relationships with children, young people and their families.</p> <p>Excellent organisational, administrative and time management skills, including record keeping.</p> <p>Maintain confidentiality.</p> <p>Honest and reliable with good timekeeping.</p> <p>Ability to work effectively as part of a team and independently when required.</p> <p>Ability to work with minimum of supervision.</p>	<p>You will be able to engage positively and negotiate with professionals from a range of services.</p> <p>Ability to work under pressure and remain calm when dealing with challenging behaviour.</p>

Other Work Requirements	Implement safety practices in all areas. Understanding of Health and Safety.	Willing to take on extra courses such As Safeguarding training / Keeping children safe in education.
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