



**Employee Specification**  
**Level 3 Learning Support Assistant**  
**Grade: NJC 13-15**

	ESSENTIAL (Must have)	DESIRABLE (Should have)
<b>Education, Training and Qualifications</b>	<p>Level 3 teaching assistant qualification or above</p> <p>At least 4 year's experience of working effectively in a child care setting</p> <p>Equivalent of GCSE grade C in English and Maths or NVQ level 2 in a relevant field</p> <p>Evidence of commitment to further professional development</p>	<p>Paediatric First Aid qualification</p> <p>Admin of Medicine qualification</p> <p>Food Hygiene Certificate</p> <p>GCSE Grade C or above [or equivalent in English &amp; Maths] plus at least three other academic subjects</p> <p>A range of recent professional development that shows a commitment to keeping up to date with safeguarding and health and safety</p>
<b>Experience, Knowledge and Understanding</b>	<p>At least 4 years' experience of working within an Early Years, primary or SEND setting</p> <p>Knowledge and experience of working within the Early Years Foundation Stage</p> <p>Knowledge and experience of working with children with SEND</p> <p>A good understanding of how different children develop and learn</p>	<p>Understanding of how different children develop and learn and the experience to identify and apply appropriate processes to achieve progression</p> <p>Experience of working with children with Autism Spectrum Condition (ASC)</p> <p>Experience of outdoor curriculum /Forest schools</p>



	<p>Experience of completing and recording observations of young children's learning and development</p> <p>Experience of planning, delivering and evaluating effective small group interventions.</p> <p>The ability to build positive relationships and sustain successful partnership-working with children, families, teaching/support staff and external professionals</p> <p>Proven commitment to Safeguarding and full understanding of Child Protection Procedures</p> <p>Skills of empathy, listening, communication and responding with appropriate language to build rapport with children from a variety of ages, abilities and backgrounds.</p> <p>Experience of applying the regulations applicable to Health &amp; Safety, Manual Handling, Hygiene, Child Welfare &amp; Protection</p>	
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<b>Skills and Abilities</b>	<p>Experience of using ICT to effectively support the pupils</p> <p>Ability to carry out specific medical/personal care following direct instructions</p> <p>Effective communication skills that promote and develop effective working with pupils and colleagues.</p>	<p>Experience of implementing a high-quality outdoor learning curriculum or forest school</p> <p>Ability to speak a language as well as English</p>
<b>Personal Qualities</b>	<p>A positive attitude and a sense of fun</p> <p>Resilient and Robust</p> <p>Able to use initiative and find solutions</p> <p>The ability to give, receive and act on feedback</p> <p>Hardworking, flexible and responsive to change</p> <p>Ability to work collaboratively with all school staff, parents and external agencies</p> <p>A commitment to maintaining confidentiality at all times</p> <p>A willingness to engage in professional development and training so that it has a genuine and lasting impact.</p>	



	<p><b>SPECIAL CONDITIONS</b></p> <p>The job involves working with children and will be subject to relevant safeguarding checks, including an enhanced DBS check. Where the job involves working with children from within the early years, the employee is required to confirm that they are not disqualified from working within early years services by association</p>	