

Person Specification

Learning Support Assistant

Qualifications & Experience	Essential	Desirable
GCSE A - C (or equivalent) Maths and English	✓	
Successful recent experience working with secondary age children		✓
Good general standard of education	✓	
NVQ level 2 in learning support or other equivalent or equivalent qualification/experience.		✓
Skills and Knowledge	Essential	Desirable
Basic knowledge of First Aid and understanding of the School Policies and Procedures		✓
Understanding of child protection procedures		✓
Working knowledge of the education system		✓
Understand procedures and legislation relating to confidentiality	✓	
Understand the importance of physical and emotional wellbeing	✓	
Ability to write basic reports	✓	
Ability to understand and support children with developmental difficulty or disability	✓	
Understanding of and ability to implement the school's behaviour management policy	✓	
Ability to support the work of volunteers and other teaching assistants in the classroom	✓	
Ability to use clear language to communicate information unambiguously and listen effectively	✓	
Ability to communicate effectively with children and their families and carers and other adults and overcome communication barriers with children and adults	✓	
Good understanding of the school curriculum including knowledge of literacy/numeracy strategies		✓
Know when, how and with whom to share information		✓
ICT skills to support learning		✓
Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults	✓	
Basic understanding of Health & Safety	✓	
Personal	Essential	Desirable
Ability to resolve routine problems independently	✓	

GREATER THAN THE SUM OF ITS PARTS

• High expectations of self and others	✓	
• Good organisational skills	✓	
• Remain calm under pressure	✓	
• Ability to ensure confidentiality	✓	
• Ability to use own initiative	✓	
• Approachable	✓	
• Ability to work within a team	✓	
• Reliable and trustworthy	✓	

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