



Person Specification

Job Title: Learning Support Assistant (Level 2)
Responsible To: Headteacher through SENCO
Grade: F (point 7-8)

Essential	Desirable	Source of Evidence
<p>1. Qualifications and Training</p> <ul style="list-style-type: none"> Willingness to participate in relevant training and development opportunities NVQ Level 2 or equivalent qualification in relevant discipline OR appropriate experience 	<ul style="list-style-type: none"> Child Protection training Training in the literacy/numeracy strategy Training in Special Educational Needs strategies 	Application Form/Written Reference
<p>2. Experience</p> <ul style="list-style-type: none"> Recent and relevant experience of working with students within an education setting, within a specified age range/subject area 	<ul style="list-style-type: none"> Experience of working in a school environment 	Application Form/Written Reference/Selection Activity/Formal Interview
<p>3. Professional Skills and Knowledge</p> <ul style="list-style-type: none"> Ability to relate well to children and adults Ability to work effectively within a team environment, understanding classroom roles and responsibilities Ability to build effective working relationships with all students and colleagues 	<ul style="list-style-type: none"> Knowledge of Child Protection Equal Opportunities and recognising the nature of the diverse school community Understanding of basic technology – computer, video, photocopier etc 	Letter of Application Formal Interview Selection Activity

3. Professional Skills and Knowledge cont.

- Ability to promote a positive ethos and role model positive attributes
- Ability to work with children at all levels regardless of specific individual needs
- General understanding of national curriculum and other basic learning programmes/techniques (within specified age range/subject area)
- Experience of resources preparation to support learning programmes
- Effective use of ICT to support learning
- Good communication skills
- Good numeracy and literacy skills
- Be able to maintain confidentiality
- Good listening skills
- The ability to manage behaviour of children in a positive and supportive manner
- Awareness and basic understanding of the school curriculum (within specified age range or subject area)
- General awareness of inclusion, especially within a school setting

4. Personal and Professional Attributes

- Friendly, approachable and professional manner
- Calm approach

Letter of Application Formal Interview Selection Activity

4. Personal and Professional Attributes cont.

- A commitment to working as part of the whole school team and supporting the vision and aims of the school
- High expectations of all students; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements
- Ability to build and maintain successful relationships with students; treat them consistently, with respect and consideration, and demonstrate concern for their development as learners
- Demonstrate and promote the positive value, attitudes and behaviour they expect from the students with whom they work
- Ability to liaise sensitively and effectively with parents and carers, recognising role in students' learning
- Able to improve their own practice through observations, evaluation and discussion with colleagues.

<p>5. Personal</p> <p>Able to demonstrate a commitment to:</p> <ul style="list-style-type: none"> • Equal opportunity for all school users; • Encouraging children to develop self-esteem and tolerance of others; • Furthering your own professional knowledge, skills and experience. 		<p>Letter of Application Formal Interview Selection Activity</p>
<p>6. Safeguarding Children</p> <ul style="list-style-type: none"> • Able to form and maintain appropriate relationships and personal boundaries with children • Has appropriate motivation to work with children and young people • Has the ability to maintain appropriate relationships and personal boundaries with children and young people • Has emotional resilience in working with challenging behaviours; and appropriate attitudes to the use of authority and maintaining discipline • Demonstrate commitment to safeguarding and promoting the welfare of children and young people in accordance with the DfE statutory guidance Keeping children safe in education 		<p>Selection Activity Written Reference Formal Interview</p>