



## Person specification

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<ul style="list-style-type: none"> <li>› GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and maths</li> <li>› First-aid training, or willingness to complete it</li> <li>› Previous experience of working in an education setting</li> <li>› Qualification NVQ Level 3, BTEC or equivalent relevant qualification in supporting children would be an advantage</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>› Experience working in a school environment or other educational setting</li> <li>› Experience working with children / young people</li> <li>› Experience planning and delivering learning activities</li> <li>› A minimum of 1 years' experience in EYFS, KS1 or KS2</li> <li>› Experience of supporting pupils with social and emotional difficulties.</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>› Good literacy and numeracy skills</li> <li>› Good organisational skills</li> <li>› Ability to build positive and effective working relationships with pupils and adults</li> <li>› Skills and expertise in understanding the needs of all pupils</li> <li>› Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>› Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</li> <li>› Excellent verbal communication skills</li> <li>› Active listening skills</li> <li>› The ability to remain calm in stressful situations</li> <li>› Knowledge of guidance and requirements around safeguarding children</li> <li>› Good ICT skills, particularly using ICT to support learning</li> <li>› Understanding of roles and responsibilities within the classroom and whole school context</li> <li>› Understanding of effective teaching methods</li> <li>› Knowledge of how to successfully lead learning activities for a group of children</li> <li>› Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice</li> </ul>

<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>➤ Enjoyment of working with children</li> <li>➤ Sensitivity and understanding, to help build good relationships with pupils</li> <li>➤ A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school</li> <li>➤ Commitment to maintaining confidentiality at all times</li> <li>➤ Commitment to safeguarding pupil's wellbeing and equality; current knowledge of safeguarding and child protection procedures in schools</li> <li>➤ Resilient, positive, forward looking and enthusiastic about making a difference</li> <li>➤ Capacity to inspire, motivate and challenge children and young people</li> <li>➤ Ability to work both as part of a team and independently.</li> <li>➤ Able to foster positive relationships with children and use a wide range of strategies to motivate children and their desire to learn.</li> <li>➤ Able to use own initiative and to be flexible and adaptable.</li> <li>➤ Excellent proven communication skills with members of staff, parents/carers, children and other agencies.</li> </ul>
---------------------------	--

**Notes:**

This job description may be amended at any time in consultation with the postholder.

**Headteacher/Line Manager's signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Postholder's signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_