# LEARNING SUPPORT ASSISTANT: Person Specification

Reviewed: March 2015

# Salary

[In accordance with the school’s support staff structure and/or any local agreement that are in place].

# Job purpose

The Learning Support Assistant is responsible for:

1. Supporting access to learning for students under the direct supervision of the class teacher in order to maximise achievement.
2. Providing general support in classroom management, including students’ learning
3. Providing general care and welfare to students.
4. Provide support to identified students whose behaviour is challenging their own and others engagement with education

# Qualifications and experience:

1. Educated to at least GCSE grade C standard or equivalent in English and mathematics.
2. Experience of working with children/young people.

# Desirable:

* A qualification related to supervising and/or directing pupil activity.
* Experience of working in a school or similar establishment.
* First aid qualification or willingness to gain one.
* Experience of working as a facilitator to resolve grievances
* Experience of supporting literacy and/or numeracy needs.

# Knowledge and skills:

1. Ability to build and form good relationships with students, parents/carers and colleagues.
2. Good verbal and written communication skills appropriate to the need to communicate effectively with colleagues, students, parents/carers and other professionals.
3. Ability to work constructively as part of a team, understanding school roles and responsibilities including own.
4. Good standard of numeracy and literacy skills.
5. Ability to use basic ICT packages and equipment effectively.
6. Ability to absorb and understand a wide range of information.

# Desirable:

* Working knowledge of behaviour management strategies.
* Knowledge of an additional language.
* Basic understanding of child development and learning principles.
* Working knowledge of national requirements regarding curriculum delivery and other basic learning programmes/ strategies.

# Personal qualities:

1. A diplomatic and patient approach.
2. Able to appropriately deal with confidential information/situations.
3. Able to manage potentially volatile behaviour and situations
4. Able to follow direction from line manager.
5. Initiative and ability to prioritise one’s own work and meet deadlines.
6. Efficient and meticulous in organisation.
7. Desire to enhance and develop skills and knowledge through CPD.
8. Commitment to the highest standards of child protection and safeguarding.
9. Recognition of the importance of personal responsibility for health and safety.
10. Commitment to the school’s ethos, aims and its whole community.