

Person Specification: Cover Supervisor

Qualification Criteria

- Right to work in the UK (Essential)
- First aid qualification (Desirable)
- Maths and English GCSE grade C or above or equivalent qualification (Desirable)

Personal Characteristics

- Helpful, positive and calm nature (Essential)
- Able to communicate and relate well with children, parents and members of the community (Essential)
- Keen to learn and develop own skills (Essential)
- Flexible attitude with the ability to adapt quickly to new demands (Essential)
- Motivated to work with children and young and help them succeed (Essential)
- Genuine belief in the potential of every pupil (Essential)
- Committed to the values and ethos of the Academy (Essential)

Knowledge and Experience

- Good numeracy and literacy skills (Essential)
- Strong written and verbal communication skills: able to communicate effectively with students and colleagues (Essential)
- Understanding of child/young people's development and learning processes (Desirable)
- Understanding of classroom roles and responsibilities (Desirable)
- Ability to supervise pupils and establish a constructive, safe and ordered atmosphere in the classroom (Essential)
- Good organisation skills and a flexible attitude towards work (Essential)

Other

- Understanding of the importance of confidentiality and discretion (Essential)
- Committed to equality of opportunity and the safeguarding and welfare of all pupils (Essential)
- Willingness to undertake training (Essential)

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.