

# Person Specification

	Essential Criteria	Desirable Criteria
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A good standard of education, particularly in English and Mathematics equivalent to GCSE grade C or above</li> <li>• To hold, or be prepared to undertake First Aid at Work qualification</li> </ul>	<ul style="list-style-type: none"> <li>• NVQ Level 2 for Learning Assistants or equivalent</li> </ul>
<b>Experience</b>		<ul style="list-style-type: none"> <li>• Experience of supporting children in a classroom environment, including those with special educational needs;</li> <li>• Experience of using Information Technology to support students in the classroom.</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• To hold or be prepared to undertake appropriate Health &amp; Safety training courses associated with moving and handling people</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of the legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment</li> <li>• Knowledge of the SEND Code of Practice</li> <li>• Knowledge of strategies to recognise and reward efforts and achievements towards self-reliance that are appropriate to the age and development stage of the students.</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to use language and other communication skills that students can understand and relate to;</li> <li>• Ability to establish positive relationships with students and empathise with their needs;</li> <li>• Ability to demonstrate active listening skills;</li> <li>• Ability to consistently and effectively implement agreed behaviour management strategies;</li> <li>• Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to students' needs, encouraging the student to stay on task;</li> <li>• Ability to monitor the students' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes;</li> <li>• Ability to carry out and report on systematic observations of students' knowledge, understanding and skills;</li> <li>• Ability to assist in the recording of lessons and assessment as required by the teacher;</li> <li>• Ability to offer constructive feedback to students to reinforce self-esteem;</li> <li>• Ability to work effectively and supportively as a member of the College team;</li> <li>• Ability to work within and apply all College policies, eg Behaviour Management, Child Protection, Health &amp; Safety, Equal Opportunities, etc.</li> </ul>	
<b>Personal</b>	<ul style="list-style-type: none"> <li>• Willingness to participate in further training and developmental opportunities offered by the College and county, to further knowledge;</li> <li>• Willingness to maintain confidentiality on all College matters.</li> </ul>	