



**Birkbeck Primary School**  
**Person Specification – Learning Support Assistant**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Good numeracy / literacy skills</li> </ul>	<ul style="list-style-type: none"> <li>• DfES Teacher Assistant Induction Programme.</li> <li>• NVQ 2 for Teaching Assistants or equivalent qualifications or experience</li> <li>• First Aid Training as appropriate</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Working with or caring for children of a relevant age.</li> <li>• Supervision and support for a pupil or group of pupils ensuring their safety and access to learning activities.</li> </ul>	
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Effective use of ICT to support learning.</li> <li>• Use of other equipment technology e.g. photocopier.</li> <li>• Basic understanding of child development and learning.</li> <li>• Ability to self-evaluate learning needs, and actively seek learning activities.</li> <li>• Ability to relate well to children and adults.</li> <li>• Work constructively as part of a team.</li> <li>• Understanding of classroom roles and responsibilities and own position within these.</li> <li>• Understanding of relevant policies / code of practice and awareness of legislation.</li> <li>• General understanding of national / foundation stage curriculum and other basic learning programmes / strategies.</li> <li>• Display commitment to protection and safeguarding of children and young people.</li> <li>• Assist with implementation of Person Centred Plans.</li> <li>• Establish productive working relationships with students and</li> </ul>	<ul style="list-style-type: none"> <li>• Training in the relevant learning strategies, e.g. literacy.</li> <li>• Understanding of relevant policies/code of practice and awareness of relevant legislation</li> <li>• General understanding of national/foundation stage curriculum and other basic learning programmes/strategies.</li> </ul>



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	<p>interact with them according to individual needs.</p> <ul style="list-style-type: none"><li>• Promote the inclusion and acceptance of all students.</li><li>• Work with other professionals, such as behavioural specialists, speech and language therapists and occupational therapists as necessary.</li><li>• Provide feedback to students and parents/carers in relation to progress and achievement as necessary.</li><li>• Ability to speak with confidence and accuracy, using accurate sentence structures and vocabulary.</li><li>• Ability to choose the right kind of vocabulary for the situation in hand without a great deal of hesitation.</li><li>• Ability to listen to customers and understand their needs.</li><li>• Ability to tailor your approach to each conversation to be appropriate to the customer, responding clearly with fine shades of meaning, even in complex situations.</li></ul>	
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