



Person Specification

Job Title	Learning Support Assistant- Secondary		
School	Seven Kings School	Salary Range	LBR3 (£19,020)

Selection Criteria

Education and Qualifications:

- Good standard of English and Maths
- Evidence of continuous professional development relevant to the post
- Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification (desirable)

Experience and Training:

- Experience of working with young people in a support role
- Commitment to continual further professional development
- Commitment to the well-being and safeguarding of children by adhering to school policy and procedure
- Successful experience of working collaboratively and planning within a team

Knowledge, understanding and skills:

- Ability to identify barriers to learning and have knowledge of the range of strategies, options and alternatives available to support students
- Ability to develop strategies that will enable students to engage, participate and become partners in the learning process while developing their academic personal, social and life skills
- Knowledge of using target setting and strategies to support students
- An understanding of current educational practice, the learning process and an awareness of current government initiatives
- Ability to exercise initiative and creativity in order to work independently and take responsibility for the delivery of an agreed support programme
- Ability to liaise on a regular basis with the designated line manager within the school for both appraisal and caseload supervision
- A high level of literacy and numeracy skills
- Ability to use basic ICT
- Good verbal and written communication skills
- Excellent organisation skills
- The ability to work independently and as part of a team
- Ability to build effective working relationships with pupils and adults
- Skills and expertise in understanding the needs of all pupils
- Commitment to continuing professional development

Personal qualities:

- Excellent interpersonal skills. Evidence of good relationships with students, parents and colleagues
- The ability to communicate well and persuasively with staff and students
- An enthusiasm for the post and ability to motivate, inspire and influence pupils
- A high level of commitment to the school and its continuing development
- Flexibility and the ability to balance priorities and absorb pressure
- Strong personal values and motivation to lead in line with the ethos of Seven Kings School
- Unconditional positive regard for **all** young people

- Excellent verbal and written communication skills
- Demonstrate resilience, optimism and empathy
- Ability to work in a fluid and changing environment
- Be aware of own strengths and areas for development. Listen to and reflect upon feedback and act appropriately

General:

- Be aware of and comply with policies and procedures relating to safeguarding and promoting the welfare of children, health, safety and security, confidentiality and data protection
- To demonstrate an understanding of and commitment to equal opportunities and diversity and to the standards of customer care
- Be responsible for own health and safety as well as that of colleagues, students and the public