



**Maria Fidelis**  
Catholic School FCJ

## PERSON SPECIFICATION

### Learning Support Assistant

ATTRIBUTES	ESSENTIAL	DESIRABLE	STAGE IDENTIFIED
<b>QUALIFICATIONS AND TRAINING</b>			
Competence in English and Mathematics (GCSE grade C or above)	X		A
Educated to Level 3 (A level)	X		A
Higher Level Teaching Assistant Qualification (HLTA)		X	A
Educated to degree level		X	A
Behaviour management qualification		X	A
<b>EXPERIENCE</b>			
A strong commitment to raising educational attainment for children and young people with SEND, including working with pupils directly and supporting other staff to do so.	X		I
Can motivate students at all levels of ability, thus ensuring that a wide range of students access their curricular and extra-curricular.	X		T
Proven experience of working in a school environment.	X		A
Evidence of working with small groups of students.	X		A,T
Evidence of planning and supporting students with their work.	X		A,T
Experience of devising individual and group interventions to support the progress of EAL learners at varying levels of English development.		X	A/I
Clear evidence of raising EAL student attainment in order to narrow the achievement gap including EAL students with SEND.		X	A,I

<b>KNOWLEDGE AND UNDERSTANDING</b>			
Know a range of behaviour strategies	X		A,T
Understanding of child development and learning processes		X	A
<b>SKILLS AND ABILITIES</b>			
Good ICT skills including the use of email and standard Microsoft packages such as Word, Excel and PowerPoint	X		T
Ability to build positive relationships quickly with a wide range of people.	X		I,T
Excellent organisation skills	X		I,T
Ability to manage own workload.	X		T
Understand the importance of Equal Opportunities, Safeguarding, Confidentiality and Data Protection	X		A,I
Excellent inter-personal skills and the ability to communicate well.	X		I,T
Ability to give sensitive, constructive feedback.	X		T
The ability to appropriately follow instructions.	X		T
<b>COMMITMENT</b>			
A commitment to equal opportunities and to assisting the school in raising achievement and reaching its targets for all its pupils.	X		I,T
To be prepared to attend in-service and external training courses and to develop and update knowledge and skills as required.	X		A,I
To support the School's Catholic ethos.	X		I
Follow school policies, practices and procedures	X		I
Participate in the annual support staff appraisal system	X		I
To manage children with challenging behaviour	X		I,T

KEY: A = Application; I = Interview; T = Task