



PERSON SPECIFICATION

<u>COVER SUPERVISOR</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<u>SKILLS</u>	<p>Ability to manage the behaviour of students to promote and maintain order and a calm working environment for students.</p> <p>Ability to motivate students.</p> <p>Ability to support the processes and procedures for students' learning.</p> <p>Ability to work on own initiative, and as part of a team.</p> <p>Ability to work in a flexible and responsive way with tact, discretion and confidentiality.</p> <p>Ability to relate well to children and adults.</p> <p>Ability to work under pressure.</p> <p>Demonstrate very good competence in numeracy and literacy.</p> <p>Excellent communication skills.</p>	<p>Ability to use ICT effectively to support learning.</p>
<u>KNOWLEDGE</u>	<p>Knowledge of a range of strategies to promote good behaviour.</p> <p>Awareness of the statutory frameworks relevant to their role.</p> <p>Knowledge and understanding of the different classroom roles and responsibilities in relation to this post.</p> <p>Awareness and understanding of the school's policies and procedures.</p> <p>Awareness of confidentiality issues linked to home/student/teacher/ schoolwork.</p> <p>Awareness of policies and procedures relating to child protection, health, safety and security, equal opportunities, confidentiality and data protection and of other relevant legislation.</p>	<p>Understanding of the aims, content, and intended outcomes of teaching and learning in relation to the national and the school's curriculum.</p> <p>Understanding of principles of child development and learning processes.</p>
<u>EXPERIENCE</u>	<p>Some experience working with children of relevant age.</p> <p>Participation in appropriate school-based meetings and training activities.</p> <p>Administrative duties.</p>	<p>Experience as teaching assistant or of behaviour management.</p>
<u>QUALIFICATIONS</u>	<p>Personal and/or professional development training relevant to this post.</p>	<p>NVQ 3 for Teaching Assistants or equivalent qualification or experience.</p> <p>GCE, GCSE pass or equivalent of NVQ Level 2 in Maths/Numeracy and English/literacy.</p> <p>Appropriate first aid training.</p>