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| **PERSON SPECIFICATION: Learning Support Assistant** | | | | | | |
| **Criteria** | | | **E/D** | **Source of evidence** |
| **Qualifications** | | | | |
| **GCSE A - C (or equivalent) Maths and English** | | | **E** | **Application/interview** |
| **Successful recent experience working with secondary age children.** | | | **D** | **Application/interview** |
| **Good general standard of education** | | | **E** | **Application/interview** |
| **NVQ level 2 in learning support or other equivalent or**  **equivalent qualification/experience.** | | | **D** | **Application/interview** |
| **Experience & Knowledge** | | | | |
| **Understanding of child protection procedures.** | | | **D** | **Application/interview** |
| **Working knowledge of the education system.** | | | **D** | **Application/interview** |
| **Good understanding of the school curriculum including knowledge of literacy/numeracy strategies.** | | | **D** | **Application/interview** |
| **Basic understanding of Health & Safety.** | | | **D** | **Application/interview** |
| **Basic knowledge of First Aid and understanding of the School Policies and Procedures.** | | | **D** | **Application/interview** |
| **Knowledge of special educational needs.** | | | **E** | **Application/interview** |
| **Experience working with children or adults with special education needs or disabilities.** | | | **D** | **Application/interview/Reference** |
| **Understanding of how children learn.** | | | **D** | **Application/interview** |
| **Knowledge of effective behaviour for learning strategies and how to de-escalate situations.** | | | **D** | **Application/interview/Reference** |
| **Understand procedures and legislation relating to confidentiality.** | | | **D** | **Application/interview** |
| **Professional Development** | | | | |
| **Evidence of recent relevant professional development** | | | **D** | **Application/interview** |
| **Skills and Abilities** | | | | |
| **ICT skills required to support learning.** | | | **E** | **Application/Interview** |
| **Good communication skills & the ability to communicate effectively with a range students, parents and other members of staff.** | | | **E** | **Application/Interview/Reference** |
| **Ability to use clear language to communicate information unambiguously and listen effectively.** | | | **E** | **Application/interview** |
| **Ability to communicate effectively with children and their families and carers and other adults.** | | | **E** | **Application/interview** |
| **Ability to write basic reports.** | | | **E** | **Application/interview** |
| **Ability to use clear language to communicate information unambiguously and listen effectively.** | | | **E** | **Application/interview** |
| **Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults.** | | | **E** | **Application/interview** |
| **Personal Qualities** | | | | |
| **Professional & approachable** | | | **E** | **Application/interview/Reference** |
| **Well organised and punctual** | | | **E** | **Application/interview/Reference** |
| **Team player** | | | **E** | **Application/interview/Reference** |
| **Good sense of humour** | | | **E** | **Application/interview/Reference** |
| **Positive & adaptable** | | | **E** | **Application/interview/Reference** |
| **Belief that all children can achieve their pot** | | |  |  |
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