



Person Specification

Post title: Learning Support Assistant

Department: Learning Support

Date compiled: April 2026

Actual Salary: £13,464.38 per annum (0.51969 FTE)
based on 28.15 hours per week, 32 weeks (term time) plus 4 weeks paid holiday

Actual Salary: £11,551.15 per annum (0.44585)
based on 24.15 hours per week, 32 weeks (term time) plus 4 weeks paid holiday

Salary (1.0 FTE): £25,908.37 per annum

Hours per week: 28.15 or 24.15 without Saturday

Term time only. Part time, term-time only. Monday, Tuesday, Thursday, Friday: 9.15am to 2:45pm, Wednesday – 9.15am to 2.00pm, negotiable Saturday – 8.30am to 12.30pm

Attributes	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> • Knowledge of how to support children to behave and work positively. 	<ul style="list-style-type: none"> • Knowledge and understanding of the National Curriculum.
Skills	<ul style="list-style-type: none"> • Excellent literacy and numeracy skills. • An understanding of how children learn. • Excellent teamwork and collaboration skills. 	<ul style="list-style-type: none"> • Excellent IT skills.
Personal Attributes	<ul style="list-style-type: none"> • Committed to safeguarding and promoting the welfare of children. • Committed to the values of the School. • Passionate about education and working with children. • Dedicated and hard-working and yet have a healthy work-life balance. • Highly professional in their approach to work and relationships. • Approachable and friendly with a sense of humour and perspective. • Committed to the wider life of the School. • Committed to developing School community wellbeing. 	

	<ul style="list-style-type: none"> • Kind and caring, able to build positive relationships with all stakeholders. • Enthusiastic and energetic, able to motivate, challenge and inspire. • Resilient and reflective. • Willing to get involved every aspect of school curriculum including sporting and extra-curricular activities. 	
Experience	<ul style="list-style-type: none"> • Experience of working with Secondary-aged children. • Experience of working in an educational setting. 	<ul style="list-style-type: none"> • Experience of working in KS2 and KS3. • Experience of working with children who have a range of learning needs.
Qualifications	<ul style="list-style-type: none"> • English and Mathematics GCSE or equivalent. • Evidence of ongoing learning and professional development. 	<ul style="list-style-type: none"> • English and Mathematics GCSE or equivalent: Grade A to C. • Teaching or Teaching Assistant qualification. • First aid qualification.

Person Specification drawn up by:	Emma Stanley Isaac	April 2026
Approved for department by:	Human Resources	April 2026