



## Person Specification

**Post title:** Learning Support Assistant

**Department:** Learning Support

**Date compiled:** April 2026

**Actual Salary: £13,033.90 per annum** (0.50308 FTE)  
based on 27.25 hours per week, 32 weeks (term time) plus 4 weeks paid holiday

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

**Hours per week:** 27.25

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

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

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

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