



An All-through Co-operative School

“Making School Memorable by Striving for Excellence”

PERSON SPECIFICATION

POST TITLE: Learning Support Assistant (Lower School) GRADE: Scale 2,plus Outer London Weighting pro rata		
	METHOD OF ASSESSMENT	
	Application Form	Interview
Qualifications Essential: <ul style="list-style-type: none"> NVQ Level 2 or equivalent for Teaching Assistants, or able to demonstrate an equivalent level of attainment through relevant experience Desirable: <ul style="list-style-type: none"> Evidence of successful completion of the Teacher Assistant Induction Programme Experience of or be prepared to have training in First Aid 	 √ √ √	
Knowledge and Experience Essential: <ul style="list-style-type: none"> Knowledge of relevant education policies, procedures and legislation Understanding of basic learning strategies Understanding of key principles of child development and learning Knowledge of the national curriculum and other learning initiatives and strategies Desirable: <ul style="list-style-type: none"> Previous experience of working with primary aged children 	 √ √ √ √ √	 √ √ √ √
Skills and Ability Essential: <ul style="list-style-type: none"> Evidence of commitment to continuous learning within a learning environment Excellent verbal and written communication skills Numeracy and Literacy skills appropriate to the learning levels of the target pupil groups Ability to absorb and understand a wide range of information concerning the functions of the school Ability to build and form working relationships with pupils, parents/carers and colleagues, to work flexibly across 	 √ √ √ √ √	 √ √ √ √ √

<p>professional and operational boundaries, and to work as a member of the team</p> <ul style="list-style-type: none"> • Ability to work on own initiative and to prioritise between conflicting demands <p>Desirable:</p> <ul style="list-style-type: none"> • Previous successful experience of using information and communication technology to support learning • Previous successful experience of operating a range of resources and equipment in a learning environment, including ICT, videos, photocopiers • Ability and willingness to run a Breakfast Club and/or after school clubs 	<p>√</p> <p>√</p> <p>√</p> <p>√</p>	<p>√</p> <p>√</p> <p>√</p>
<p>Equal Opportunities</p> <p>Essential:</p> <ul style="list-style-type: none"> • Commitment and contribution to School policies • Committed to the promotion of equal opportunities, fundamental British values** and Co-operative values*** 	<p>√</p> <p>√</p>	<p>√</p> <p>√</p>
<p>Child Protection</p> <p>Essential:</p> <ul style="list-style-type: none"> • Commitment to safeguarding and promoting the welfare of children and young people 	<p>√</p>	<p>√</p>
<p>Disposition</p> <p>Essential:</p> <ul style="list-style-type: none"> • To be interested in pupils as individuals and how they learn • To display a warm and approachable demeanour • A flexible approach and sense of humour • To display a professional manner • To be positive and constructive • To be resilient and assertive • Empathetic and sensitive to differing viewpoints • Belief in the importance of teamwork 		<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>

** Fundamental British values – democracy, the role of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs

*** Co-operative values – self-help, self-responsibility, democracy, equality and solidarity in addition to the ethical values of honesty, openness, social responsibility and caring for others