THE LINK SECONDARY SCHOOL

SPECIAL SUPPORT ASSISTANT (PDA)

PERSON SPECIFICATION

POST TITLE: Special Support Assistant (Pathological Demand Avoidance ('PDA'))

LOCATION: The Link Secondary School / The Link Secondary School – Satellite Site

REPORTS TO: School Principal

Education and Knowledge	
General level of education: GCSE	E
Understanding/Knowledge of Children with Special Education Needs	E
Experience	
Experience of working with children with Special Education Needs	D
Skills and Abilities	
To work with and gain the respect of children and young people with PDA	E
Ability to work alongside the annex teachers in a supportive role	E
Ability to prepare the classroom or activities for teachers	E
Observe student learning behaviour and report observations to the teacher	E
Be confident to plan individual and small group tasks under the direction of the annex teachers	E
Ability to adapt activities to learners changing motivation and interest levels	E
Good interpersonal skills	E
To be open and friendly whilst maintaining a professional approach	E
To be sensitive to the needs of children and young people	E
To work with individual learners and small groups of learners	E
Willingness to train as a first aider	D
Willingness to accompany learners and staff on residential trips	D
Willingness to accompany learners on community trips	E
Willingness to support individual learners on outreach programmes either in schools or in the home setting	E
Ability to create appropriate classroom resources	E
Good IT skills, with the ability to support learning through the use of ICT	D
Understanding of safeguarding practice within a school environment	E
Good organisational skills	E
Ability to use a marking policy and assess the work of individuals and groups under the direction of the class teacher.	E
To help with school events	D
Able to use personal vehicles to visit children on the outreach programme or help children access the community	D
Carry out routine administrative tasks for the class teacher	E

Personal Qualities	
A confident and calm manner	E
A good sense of humour	D
A strong ability to be self - reflective	E
Able to manage differences of opinion or conflict well	E
Emotional resilience in working with behaviours that challenge	E
A commitment to Equal Opportunities.	E
A commitment to safeguarding and promoting the welfare of children.	E

Optional Elements which may be added to individuals/all SSA roles	
To be able to assist with the travelling arrangements of children	
Administration of medication to students (following training)	
In possession of a full driving licence	
Drive the school minibus (following training)	
An interest/enthusiasm for an additional skills e.g. gardening, music, drama	

D = desirable attribute E = essential attribute