Pensby High School **M23 – Cover Supervisor**				Prepared by Jeanette Edwards September 2019
	Essential Attributes	Stage Identified	Desirable Attributes	Stage Identified
Qualifications and Training	• GCSE English and Maths • Educated to at least A level standard • Numerate and Literate • Ability to use ICT	L	• Evidence of further related training • Degree/PGCE • A background in Sport and coaching	L
Experience	• Working with children • Student focused with a real commitment to supporting their achievement	L/I	• Experience of working within a school • Use of SIMS cover module	L/I
Ability, Skills and Knowledge	• Ability to relate well to children and adults • Ability to work effectively as part of a team • Good communication and interpersonal skills • Effective behaviour management strategies	L/I	• A willingness to undertake further study/professional development. • Up to date knowledge of relevant legislation • Knowledge of national curriculum and other relevant learning programmes/strategies	L
Personal Skills and Qualities	• Good organisational skills • Be able to maintain confidentiality • Be able to work effectively under pressure • Ability to work flexibly to meet the needs of the role • Willingness to undertake further training	L/I	• Sense of humour • Understanding of principles of child development and learning processes	L/I
Educational Philosophy	• A commitment to inclusive education • A commitment to ensure that all students and staff have equal opportunity • A commitment to the vision, values and aims of the school • A commitment to be involved in the full life of the schools • A commitment to safeguarding all young people	L/I		

L = Letter I = Interview