

# The Oldershaw Academy

## Employee Specification Form

Post Number	
Job Title	Curriculum Support Worker
Department	The Learning Centre (SEND)
Prepared by and date	Ms E Stanley (SENCO) – December 2019

*Important - Study "Explanatory Notes" printed overleaf before completing form*

Essential Personal Attributes	Stage Identified	Desirable Personal Attributes	Stage Identified
<b>Qualifications</b> <ul style="list-style-type: none"> <li>5 A*-C GCSEs (or equivalent) including English and Mathematics</li> </ul>	A	<ul style="list-style-type: none"> <li>Additional qualifications relevant to supporting learning and teaching including further and higher education</li> <li>Commitment and evidence of relevant training</li> </ul>	A A/R
<b>Experience</b> <ul style="list-style-type: none"> <li>Experience of supporting children with special educational needs in a secondary setting</li> </ul>	A	<ul style="list-style-type: none"> <li>Experience of supporting children with Moderate Learning Difficulties and / or ADHD in an educational setting</li> <li>Experience as working as a 'keyworker' for a group of children, including liaison with parents / carers and teaching staff</li> </ul>	A/I/R
<b>Knowledge and Skills</b> <ul style="list-style-type: none"> <li>Knowledge and general understanding of special educational needs and impact in the classroom</li> <li>Ability to facilitate effective and creative strategies that maximise engagement of learners</li> <li>Ability to develop effective working relationships with children with SEN</li> </ul>	A/I/R I/R I/R	<ul style="list-style-type: none"> <li>Understanding of MLD and / or ADHD, its impact in the classroom and support strategies</li> <li>Understanding of safeguarding strategies for children and young people</li> </ul>	A/I/ A/I/R
<b>Special Requirements</b> <ul style="list-style-type: none"> <li>Confident practitioner with a sense of humour and the ability to develop excellent relationships with pupils and staff</li> <li>A commitment to addressing any whole school initiatives through support for children with SEND</li> <li>Excellent punctuality and attendance</li> </ul>	A/I/R I /R R	<ul style="list-style-type: none"> <li>Commitment to an inclusive ethos and student-centered approach</li> <li>Highly organised, practical thinker with the ability to work with initiative</li> </ul>	A/I/R A/I/R