

GLF Schools - Person Specification

Job Title: SEND Learning Support Assistant		
	Essential	Desirable
Education and Training		
Good General Education including English and Maths at GCSE at Grade C / 4 or equivalent	√	
NVQ Level 2 Teaching Assistant / Supporting Teaching and Learning in Schools or equivalent		√
Experience & Skills		
Experience in providing assistance in education		√
Experience in working with children with significant and complex needs		√
Experience of successfully deploying a range of positive behaviour management techniques		√
Basic IT skills	√	
Advance IT skills		√
Able to plan and prioritise regular and irregular tasks	√	
Able to clarify and explain instructions clearly to children	√	
Ability to motivate and engage children	√	
Experience in assisting with the organisation of the learning environment		√
Ability to take on routine tasks under the direction of the class teacher	√	
Ability to record and maintain high quality records for children	√	
Ability to utilise a variety of strategies to engage children and support children in their learning	√	
Able to follow instructions	√	
Ability to remain calm under pressure	√	
Ability to assist with pupils' personal care, administer medication or provide health care in line with school policy and Individual Health Care Plans	√	
Deliver therapy and/or care programmes designed by external agencies	√	
Ability to record and maintain high quality records for children	√	
Personal Attributes		
An effective communicator	√	
Ability to remain professional and maintain confidentiality at all times	√	
Good time management	√	
Trustworthy and approachable	√	
Flexible and adaptable	√	
Passionate about positively changing the lives of children	√	
Motivation and drive to contribute to wider school life for example running clubs, school fundraising and participating in school events with the wider community.		√

The ability to form and maintain appropriate relationships and personal boundaries with young children and young people, parents and staff in line with the GLF Safeguarding and Child Protection policy and the GLF Staff code of conduct	√	
Values aligned with schools Mission Statement and GLF Schools core values	√	
Safeguarding		
GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.		