



SIR THOMAS BOTELER

CHURCH OF ENGLAND HIGH SCHOOL

THROUGH GOD, WE CARE

COVER SUPERVISOR PERSON SPECIFICATION

TRAINING AND QUALIFICATIONS	ESSENTIAL/ DESIRABLE	EVIDENCE: (APPLICATION/ INTERVIEW/ REFERENCE)	
5 GCSEs A-C or equivalent.	E	A	
Minimum 2 years' experience of working in a supervisory role with young people in an educational setting.	E	A	
Willingness to participate in relevant training and development opportunities.	E	R/A	
ICT capability.	E	A/I	
Training in various educational strategies (literacy/numeracy/SEN).	D	A/I	
FAITH STATUS			
Committed to the Christian ethos of the school and its aims, as expressed in the Mission Statement.	E	I/R/A	
EXPERTISE			
Ability to work independently with groups/classes of young people.	E	I/R/A	
Ability to listen and communicate effectively.	E	I/R/A	
A thorough understanding of classroom roles and responsibilities.	E	I/R/A	
Ability to build and maintain effective working relationships young people and colleagues.	E	I/R/A	
Ability to promote a positive ethos.	E	I/R/A	
Ability to work with young people at all levels regardless of specific individual need or levels of ability and identify learning styles as appropriate.	E	I/R/A	
Ability to adapt own approach in accordance with pupil needs.	D	I/R/A	

Ability to work effectively in a high-pressure environment.	E	I/R/A	
KNOWLEDGE AND UNDERSTANDING			
Understanding of principles of child development, learning styles and independent learning.	E	I/R/A	
Working knowledge of relevant policies/codes of practice/legislation.	D	I/A	
Understanding of inclusion, especially within a school setting.	E	I/R/A	
Understanding of safeguarding specifically in a school setting.	E	I/A	
Experience of resources preparation to support Schemes for Learning.	E	I/A	
Effective use of ICT to support learning.	E	I/A	
PERSONAL SKILLS AND ATTRIBUTES			
Attendance.	E	R	
Punctuality.	E	R	
Enthusiasm for working with young people.	E	I/R	
Empathy for and understanding young people.	E	I/R	
Committed to inclusive education.	E	I/R/A	
Willingness to contribute to the wider life of the school.	D	I/R/A	
Good decision making skills.	E	R/I	
Good written and communication skills.	E	R/I/A	
Able to work independently.	E	R/I	
Excellent interpersonal skills.	E	R/I	
Able to work as part of a team.	E	R/I	
Show clear understanding of the need for integrity/confidentiality.	E	R	
Reliability.	E	R	
Ability to work flexibly and to manage time effectively.	E	I/A	
Able to reflect and learn from experience.	E	R/I	
Resilience.	E	R/I	
Sense of humour.	E	R/I	
A desire to develop professionally and take part in all training and development opportunities relevant to the post.	E	R/I/A	
Willingness to take part in first aid qualification.	E	R/I/A	
PROFESSIONAL VALUES AND PRACTICE – MUST BE ABLE TO DEMONSTRATE ALL OF THE FOLLOWING			
High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements.			

Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners.
Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work.
Ability to work collaboratively with colleagues, and carry out role effectively, knowing when to seek help and advice
Able to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning.
Able to improve their own practice through observations, evaluation and discussion with colleagues.