

Person Specification – Learning Support Assistant

Please ensure your application includes examples of how you meet the essential criteria.

1. Qualifications, Experience and Knowledge 1.1 To possess GCSE English and Mathematics at Grade A*- C or a Level 2 qualification in Literacy and Numeracy or CSE Grade 1 in English and Mathematics or equivalent recent experience 1.2 Good numeracy and literacy skills. 1.3 Experience of working with relevant age groups within a learning environment. 1.4 Experience of general clerical/ administrative work. 1.5 Experience in a relevant discipline. 1.6 Willingness to undertake appointed person certificate in first aid. 1.7 Level 2 qualification in Teaching and Learning or equivalent recent experience 2 Abilities and Aptitudes 2.1 Ability to work well as part of a team. 2.2 An understanding of classroom roles and responsibilities. 2.3 Able to use basic ICT including computer, audio, video equipment and photocopier. 3.4 Good keyboard skills and knowledge of relevant ICT packages 2.5 Knowledge of relevant policies and codes of practice and awareness of relevant legislation. 2.6 Ability to relate well to children and to pupils with Special Educational Needs and Disabilities (SEND) who require additional support 2.7 Ability to relate well to adults. 2.8 Ability to observe, monitor and provide constructive feedback on pupil's progress. 2.9 Ability to successfully complete first aid training or any other training associated with the role are required. 2.10 To be serve, monitor and provide constructive feedback on pupil's progress. 2.10 Experience or working with and/or caring for children within an education setting. 2.11 Experience or working with children who have a special educational need. 3 Personal qualities and attributes 3.1 Empathy with young people facing barriers to their learning 3.2 Calmness and patience with young people 3.3 A commitment to helping young people achieve through education and learning 3.4 Personal resilience and a sense of humour 3.5 Flexibility and creativity in thinking and practical work	No.	Area	Essential	Desirable
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	3.6	Effective oral and written communication skills.	✓	

4	Other		
4.1	Ability and willingness to identify own training needs and participate in training.	√	
4.2	Committed to working within the school's policies and procedures and adhering to safe working practices.	>	
4.3	Flexible in approach and able to meet the changing demands of the role.	✓	
4.4	Ability to attend meetings out of school hours	✓	