******Cover Supervisor**

**Person Specification**

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|  | **Essential** | **Desirable** | **Evidence** |
| **Catholic ethos** | * Have knowledge and understanding of Christian faith. * Be comfortable working in a Catholic School. | * Be a practising Catholic. | References  Interview  Application |
| **Personal qualities** | * Good basic education to GCSE level in literacy and numeracy, or the equivalent (Grade 4/C. * A Levels. * Contribute to a range of teaching, learning and pastoral activities. * Plan, monitor and assess. * Take responsibility, with minimum supervision, for delivering work programmes over an extended period to groups of children with complex needs. * Demonstrate good communication skills both written and spoken. * Demonstrate good ICT skills. * Work independently and as part of a team. * Calm under pressure. * Maintains confidentiality. * Enthusiastic. * Ability to adapt to a variety of situations. * Shows initiative. * Be able to stand and take responsibility for a class. * Strong disciplinarian. Able to ensure the school policies are followed whilst ensuring a caring and supportive manner whilst not losing sight of the bigger picture. | * Degree. * Further qualification relating to education. | References  Interview  Application |
| **Experience** | * Knowledge and understanding of the needs of young children; child development and the ways in which children learn; the roles played by various adults in a child’s education; behaviour management strategies. * Have awareness of policies and procedures relating to child protection, health and safety, equal opportunities, confidentiality and safeguarding. * Knowledge and understanding of other cultures from personal experience. | * Experience working with children with specific social and emotional needs. * Willingness to participate in INSET days and attend courses for their own professional development. * Have the ability to work effectively and network with a wide variety of support services. * Knowledge of issues related to disadvantaged sections of the community. * Knowledge of working with EAL students. | References  Interview  Application |

**“The Headteacher is resolutely determined that all pupils have the best possible education, whatever their circumstances. He has instilled high aspirations in all leaders, teachers and pupils.” Ofsted**