**PERSON SPECIFICATION**

**POST TITLE:** Cover Supervisor

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|  | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
| **Educational Attainment** | * NVQ 3 in education/childcare or equivalent (e.g. NNEB) **or** experience in relevant discipline | * Evidence of further training * First Aid qualification | * Application form * Certificates * Interview |
| **Work Experience** | * Experience in a school environment relevant to the post * Experience of working as a Cover Supervisor/Teaching Assistant * Experience of working with or caring for children of relevant age (secondary) | * Experience of working with children with Special Needs | * Application form * Interview * References |
| **Knowledge/**  **Skills/**  **Aptitudes** | * Effective use of ICT to support learning * Use of other technology equipment – PC, video, photocopier etc * Understanding of relevant polices/codes of practice and awareness of relevant legislation * General understanding of national/foundation stage curriculum and other basic learning programmes/strategies * Basic understanding of child development and learning * Ability to self-evaluate learning needs and actively seek learning opportunities * Ability to relate well to children and adults * Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these * Good numeracy/literacy skills * Training in the relevant learning strategies e.g. literacy |  | * Interview * References |
| **Disposition** | * Ability to relate well to children and adults * Committed to the principals of equality and diversity * Flexible approach to work |  | * Interview * References |
| Circumstances | * Enhanced clearance from the Disclosure and Barring Service |  |  |