

## GLF Schools - Person Specification

<b>Job Title: PPA Cover Supervisor</b>		
	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>		
Teaching assistant experience	√	
<b>Qualification</b>		
Good literacy and numeracy skills evidenced by grade 'C' at GCSE (or equivalent) in English & Maths	√	
Achieved or working towards HLTA qualification	√	
<b>Knowledge and Skills</b>		
Good communication skills	√	
Sound awareness of personal impact on others	√	
Able to confidently and competently apply knowledge and skills acquired from training into a practical classroom context	√	
Good planning and organisational skills	√	
Good ICT skills		√
Ability to relate to, and communicate with, children in and out of the classroom	√	
<b>Personal Attributes</b>		
High expectations of all children	√	
Flexible and adaptable to working across different year groups	√	
Communicate effectively, orally and in writing, with colleagues, parents, governors, external agencies and the wider community	√	
Developing and maintaining good relationships with colleagues	√	
Have a positive attitude, energy and commitment	√	
Willing to become involved in extra-curricular activities		√
Ability to work as part of a team	√	
The ability to form and maintain appropriate relationships and personal boundaries with children and young people in line with the GLF Safeguarding and Child Protection Policy and the GLF Staff Code of Conduct	√	
<b>Safeguarding</b>		
<p>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.</p>		