

GLF Schools - Person Specification
Cover Supervisor

Job Title: Cover Supervisor		
	Essential	Desirable
Experience		
Cover Supervisor experience within secondary education		✓
Experience of assisting with students in a classroom environment and generally around the school		✓
Qualification		
Good literacy and numeracy skills evidenced by grade 'C' at GCSE (or equivalent) in English & Maths	✓	
Educated to degree level		✓
Knowledge and Skills		
Knowledge of, and ability to use a range of strategies to deal with classroom behaviour as a whole and also individual behavioural needs		✓
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		✓
Personal Attributes		
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	✓	
Safeguarding		
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.		