**PERSON SPECIFICATION**

**Job Title Cover Supervisor /Teaching Assistant**

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|  | **Job Requirements** | **Measurement\*** |
| **Knowledge** | * Understanding of relevant codes of practice and legislation * Challenges facing young people which may prevent them from learning * The principles of child development and learning process and in particular barriers to learning * The types of special needs encountered in schools, methods of providing support in school and from external providers * Experience of working within a school/groups of young people on a voluntary or paid basis | A/I  A/I  A/I  A/I  A/I/R |
| **Skills & Abilities** | * To effectively use ICT and use of other equipment * Ability to relate well to children and adults and form constructive relationships * Work constructively as part of a team * Ability to self-evaluate learning needs * Good level of written and verbal communication skills * Good time management * Good organisational skills * Flexible approach * Identify and set targets for development for individual students * Relate well to children and adults and form constructive relationships * Devise, implement and monitor individual action plans for students * Work Independently but also a good team member * Self-motivated, hardworking, able to use initiative and requiring minimal guidance and supervision | A/I  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R  A/I/R |
| **Educational** | * Good literacy and numeracy skills * NVQ2 for Teaching Assistants or equivalent qualifications and experience | Certificates |
| **Special Requirements** | * This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A satisfactory Enhanced Criminal Record check by the Disclosure & Barring Service (DBS) will be required prior to appointment. | DBS |

***A= Application I = Interview R = References***