

Cover Supervisor – Person Specification

	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • Educated to A level (or equivalent) • GCSE in Maths and English 	<ul style="list-style-type: none"> • Qualified Teacher Status or HLTA Status • Previous experience of working in a school environment.
Knowledge and Skills	<ul style="list-style-type: none"> • Organised, able to plan and prioritise • Knowledge of a range of strategies to promote good behaviour in order to maintain a calm working environment • Ability to support the processes and procedures for pupil's learning • Confidence to manage classes of pupils across all age ranges • Ability to work on own initiative with minimum supervision • Professional manner at all times • Able to relate well to students, be an effective role model and motivate students to achieve success • Awareness of policies and procedures relating to child protection, health and safety, confidentiality, data protection, safeguarding children 	<ul style="list-style-type: none"> • Ability to use ICT effectively to support learning – especially Word, Excel and Outlook

Other	<ul style="list-style-type: none"> • Accuracy and attention to detail. • Ability to respect and maintain confidentiality • Good organisational and personal management skills • Commitment to quality and continuous improvement. • Smart and professional appearance. • Ability to work both individually and as part of a team. • Willing to take part in the staff development plan by participating in arrangements for further training and development • Highly committed to St. John Fisher's school and the Trust. • Supportive of the Catholic ethos of the Trust. • Satisfactory DBS disclosure and standard Trust pre-employment checks. • A commitment to safeguarding and promoting the welfare of children and young people and willingness to participate in and apply appropriate training. 	<ul style="list-style-type: none"> • Practising Catholic. • Willingness to train for First Aid certificate
--------------	--	--