



An All-through Co-operative School

“Making School Memorable by Striving for Excellence”

Person Specification	
<p>Post Title: HLTA (Higher Level Teaching Assistant) in Additionally Resourced Provision for Students with Autistic Spectrum Disorder</p> <p>Grade: Scale 5, Spinal Point 12 – 17 plus Outer London Weighting pro rata</p>	
Qualifications	
Essential	
<ul style="list-style-type: none"> Higher Level Teaching Assistant qualification (either achieved or working towards formal recognition of competence against HLTA standards) in SEN or subject specialism Good written and spoken English and numeracy skills – GCSE Grade C or equivalent At least 3 years' experience in LSA role Ability to play a role in supporting and guiding mainstream colleagues in implementing an appropriate range of strategies to support students with Autism. 	
Desirable	
<ul style="list-style-type: none"> Good Degree Demonstrated accredited training / INSET either in subject specialism or in relevant area of SEN A willingness to undertake further training and / or qualifications as required Experience within mainstream secondary environment Current experience of using ICT to support learning 	
Knowledge and Experience	
Essential	
<ul style="list-style-type: none"> Recent relevant experience in supporting students with a range of SEN in a mainstream setting Proven track record of working collaboratively with other professionals (e.g. teaching staff, outside agencies etc.) to deliver high quality teaching and support to SEN students 	
Desirable	
<ul style="list-style-type: none"> Experience in working with SEND students across KS 3-4 Experience of supporting students with a diagnosis of Autism. Experience in working with SEN students across KS 3-5 Experience in creating and delivering highly differentiated learning programs and resources to individuals, small groups or within whole class setting Experience in supporting / mentoring or line managing less experienced colleagues 	

Skills and Ability	
Essential	
<ul style="list-style-type: none"> • Excellent communication (both spoken and written) and interpersonal skills • Excellent organisational skills and ability to meet deadlines • Ability to confidently and competently apply knowledge and skills from training within 1:1 lessons, group or whole class environment • Ability to work effectively and cooperatively in a team • Ability to build and form positive working relationships with students, parents/carers, and colleagues • Ability to work on own initiative and to prioritise between conflicting demands • Ability to establish and maintain firm and consistent boundaries • Sound understanding of emotional / social difficulties and other barriers to learning faced by some students • Creativity and imagination – ability to adapt to the needs of the student • Ability to work strongly within the Additionally Resourced Provision team both within the department and wider school • Confident in use of ICT 	
Desirable	
<ul style="list-style-type: none"> • Good monitoring and assessment skills • Ability to plan and deliver high-quality lessons to individual students or groups of students • Ability to play a lead role in supporting and guiding colleagues in implementing an appropriate range of strategies to support SEN students 	
Equal Opportunities	
Essential	
<ul style="list-style-type: none"> • Awareness and commitment to equal opportunities issues and how these can be addressed in the classroom environment • Commitment and contribution to School policies • Committed to the promotion of equal opportunities, fundamental British values** and Co-operative values*** 	
Child Protection	
Essential	
<ul style="list-style-type: none"> • Commitment to safeguarding and promoting the welfare of children and young people 	
Disposition	
Essential	
<ul style="list-style-type: none"> • To be interested in students as individuals and how they learn • To display a warm and approachable demeanour • A flexible approach and sense of humour • To display a professional manner • To be positive and constructive • To be resilient and assertive • Empathetic and sensitive to differing viewpoints • Belief in the importance of teamwork 	

** Fundamental British values – democracy, the role of law, individual liberty and mutual respect and tolerance of those with different faiths and beliefs

*** Co-operative values – self-help, self-responsibility, democracy, equality and solidarity in addition to the ethical values of honesty, openness, social responsibility and caring for others