

**Person Specification for the Post of
L4 Teaching Assistant/Cover Supervisor**

Knowledge	1. Knowledge of working practices in the education sector and/or schools/academies 2. Knowledge of specialist approaches to support children with complex social, emotional and mental health needs	Essential Desirable
Qualifications & Experience	1. Special School Teaching Assistant experience. 2. Experience of working with challenging students and students with complex special educational needs, including learning difficulties 3. Experience of working with outside agencies and professionals.	Desirable Essential Desirable
Skills & Abilities	1. Ability to accept guidance and direction from teachers. 2. Ability to distinguish between the roles and responsibilities of the Teaching Assistant/Cover Supervisor and the Class Teacher. 3. Ability to keep written records and support the development of pupil's learning with confidence. 4. An understanding of the necessity to maintain strict confidentiality. 5. A mature, sensitive approach and a calm and resilient demeanour	Essential Essential Essential Essential Essential
Engaging with Others	1. Excellent interpersonal and communication skills (both oral and written) 2. Ability to communicate effectively with individuals and groups of students, teachers and other members of staff, parents and professionals. 3. Ability to work as part of a team.	Essential Essential Essential Essential

	4. Ability to deal with parents sympathetically and non-judgementally	Essential
Valuing Diversity	1. Experience, or empathy with, working in a way that supports inclusion, diversity and equality	Essential
Learning Effectively	1. IT literate and willing to undertake further training as required.	Essential
	2. Willingness to undertake professional development in relation to the school curriculum	Essential
Other	1. A willingness to undertake paid training to develop job-related skills	Essential
	2. Ability to be flexible and adaptable	Essential
	3. A commitment to inclusive education.	Essential