

**GF Schools - Person Specification -
Learning Assistant**

Job Title: Learning Assistant		
	Essential	Desirable
Education and Training		
Good General Education including English and Maths at GCSE or equivalent	√	
NVQ Level 2 Teaching Assistant / Supporting Teaching and Learning in Schools or equivalent		√
Up to date safeguarding training		√
First aid certificate		√
Experience & Skills		
Good understanding of the importance of safeguarding and promoting the welfare of children	√	
Ability to plan and prepare work programmes for individuals in collaboration with the class teacher.	√	
Basic IT skills	√	
Able to plan and prioritise regular and irregular tasks	√	
Able to clarify and explain instructions to children using different methods appropriate to the needs of the child	√	
Ability to motivate and engage children	√	
Ability to keep accurate records of progress	√	
Utilise a variety of strategies and emotional intelligence to engage and support children in their learning	√	
Ability to maintain records and children's files	√	
Good understanding and knowledge of child development	√	
Experience in assisting with the organisation of the learning environment		√
Ability to take on routine tasks under the direction of the class teacher	√	
Personal Attributes		
An effective communicator	√	
Able to adapt communication style depending on the individuals being engaged with	√	
Ability to remain professional and maintain confidentiality at all times	√	
Good time management	√	
Trustworthy and approachable	√	
Passionate about positively changing the lives of children	√	

A commitment to Continuous Professional Development	√	
Safeguarding		
<p>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. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under-represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.</p>		