



Person Specification

Job Title: Learning Support Assistant	Section/Team: Support Staff	Grade/salary range: Grade B (£17,842 – 18,562)	Reports to: SENCo
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Detailed below are the key criteria required for this post and the context in which they will be used. Each criterion is identified according to whether it is 'essential' and required at the point of recruitment, or 'desirable' and can therefore be developed over time.

Qualifications and Experience		
Essential	<ul style="list-style-type: none"> • Good standard of general experience (i.e. NVQ level 1 or equivalent) together with good numeracy and literary skills. • Has worked closely and successfully with children from different social backgrounds. • Has the capacity to impact positively on children with complex personal needs including intimate personal care requirements. 	<ul style="list-style-type: none"> • The post requires being able to support pupils with all elements of the primary curriculum. • The school serves a diverse community. The post-holder will need to draw on a range of experience in order to communicate effectively with all groups. • The emotional needs of the pupils are numerous and experience of working with challenging children would enable the post-holder to lead others effectively.
Desirable	<ul style="list-style-type: none"> • Has experience of working successfully with pupils diagnosed as being within the autistic spectrum. • Has worked with primary aged pupils in a learning context. • Has experience of working productively with a range of different agencies. 	<ul style="list-style-type: none"> • Knowledge of a range of strategies to support autistic pupils would be advantageous. • Knowledge of the expectations of the primary curriculum would be advantageous. • The role necessitates working with a range of outside agencies to support vulnerable pupils.
Knowledge		
Essential	<ul style="list-style-type: none"> • A good understanding of how emotion and behaviour can impact on learning. • Understands a range of approaches that could be used to support children with a high level of emotional need. • Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality. 	<ul style="list-style-type: none"> • The post requires effective and consistent use of a range of behaviour management strategies. • The post requires a good understanding of the importance of policy.
Desirable	<ul style="list-style-type: none"> • Has expertise, training or a record of effectiveness in conflict resolution. 	<ul style="list-style-type: none"> • The post will require the support assistant to work with pupils and adults in sometimes difficult and emotive situations.
Skills and Abilities		
Essential	<ul style="list-style-type: none"> • The ability to understand and nurture the individual needs of pupils. • The ability to form and maintain excellent relationships with pupils, parents and colleagues. 	<ul style="list-style-type: none"> • The school values the importance of positive relationships in securing bright futures for pupils. The post-holder must be able to form and maintain these relationships with all stakeholders • The post requires regular written and oral communication including the need for presentations.



	<ul style="list-style-type: none"> • Excellent communication skills both orally and in writing. • Effective problem solving skills. • The ability to prioritise and work under pressure. • The ability to work effectively in partnership. 	<ul style="list-style-type: none"> • The post requires the ability to organise their workload. • The post-holder will work closely with others and must be able to collaborate effectively.
Work-Related Personal Qualities		
Essential	<ul style="list-style-type: none"> • Ensuring confidentiality. • Being able to act in a respectful and professional manner. • Demonstrating creativity. • Being adaptable. • Having high expectations. • Being approachable. • Being resilient. • Demonstrating initiative. • Being reliable. 	<ul style="list-style-type: none"> • The post-holder will have access to sensitive personal data and must ensure that this information is protected. • The post requires communication with a diverse community where respect and professionalism must be maintained at all times. • The post-holder will need to be solution focussed and respond creatively to school improvement challenges. • The post-holder must have high expectations of themselves and others whilst maintaining approachability. • The post-holder must be punctual and available to support other staff in a range of circumstances.
Other Work-Related Requirements		
Essential	<ul style="list-style-type: none"> • Puts the welfare of young people at the heart of their work. • The post holder is responsible for ensuring the child protection policy is adhered to. • Showing commitment to the well-being of all pupils. 	<ul style="list-style-type: none"> • This role involves working with the staff team to ensure the effective safeguarding of all pupils.