

Learning Support Assistant: Person Specification

AF – Application Form

SP – Selection Process

Specification	Essential/ Desirable	Method of Assessment
QUALIFICATIONS / PROFESSIONAL MEMBERSHIP		
<ul style="list-style-type: none"> A minimum of 5 GCSEs including English and Maths or equivalent 	E	AF
<ul style="list-style-type: none"> Teaching Assistant qualification 	D	AF
PROFESSIONAL EXPERIENCE		
<ul style="list-style-type: none"> Experience as a Teaching Assistant / Learning Mentor in a secondary school setting. 	D	AF
KNOWLEDGE AND SKILLS		
<ul style="list-style-type: none"> High level of oral communication skills including the ability to communicate effectively in a variety of situations, face to face, by telephone or in a large group 	E	SP
<ul style="list-style-type: none"> Excellent organisational skills 	E	AF
<ul style="list-style-type: none"> The ability to work under your own initiative, whilst appropriately escalating matters as required 	E	AF
<ul style="list-style-type: none"> To be able to work constructively as part of a team, understanding school roles and responsibilities and your own position within these 	E	AF
<ul style="list-style-type: none"> Knowledge of relevant SEND legislation and Code of Practice, and an understanding of its implications in practice 	E	SP
<ul style="list-style-type: none"> Knowledge of school practices and processes, and how pupils with SEND are likely to make good progress 	D	AF
<ul style="list-style-type: none"> Demonstrate effective skills in conflict resolution 	D	SP

PERSONAL QUALITIES		
▪ The ability to maintain confidentiality at all times	E	AF
▪ Able to demonstrate a high level of personal resilience in demanding situations	E	AF
▪ A commitment to your own continuous professional development.	E	AF
▪ Personal commitment to the College's professional standards, including dress code, as appropriate.	E	AF
▪ The post will require an enhanced DBS clearance.	E	SP
▪ To promote Health & Safety, Safeguarding policies and Equality & Diversity across the Trust.	E	AF