



**Person Specification - Learning Support Assistant**

Area	Essential	Desirable
Education	<p>Candidate will have a qualification in Literacy and Numeracy equivalent to GCSE Grade A*-C or Level 2, on the national vocational framework.</p> <p>NVQ/VRQ Level 2 Teaching Assistant qualification or equivalent</p>	Working towards NVQ/VRQ Level 3 Teaching Assistant qualification.
Experience	Relevant experience of working with young people (paid or voluntary)	<p>Experience as a Learning Support Assistant in a Secondary school.</p> <p>Working with students of Secondary school age within an appropriate context.</p>
IT skills	Basic IT skills.	
Other skills	<p>Excellent and effective communication skills.</p> <p>Willingness to undertake appropriate training as directed by the manager.</p> <p>Interest and aptitude in administrative tasks related to working in the SEND department.</p>	
Qualities	<p>Ability to work flexibly within a team and motivate students.</p> <p>Ability to work in a way that promotes the safety and well-being of children and young people</p>	<p>Some knowledge of</p> <ul style="list-style-type: none"> <li>• Child Protection and safeguarding procedures.</li> <li>• SEN codes of practice</li> </ul> <p>Occasional attendance at events beyond school hours, by agreement.</p>

	<p>Demonstrate a positive attitude.</p> <p>Reliability, motivation and resilience under pressure.</p> <p>Attendance at directed times.</p>	
Other	<p>Satisfactory Enhanced DBS disclosure checks and barred list checks will be carried out before any job offer is confirmed.</p>	

***St Katherine's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to DBS Barred list and Enhanced Disclosure checks.***