



PERSON SPECIFICATION
Outdoor Education Co-ordinator Teaching Assistant 3

Attributes	Essential	Desirable	Method of Assessment
Education and Qualifications	<ul style="list-style-type: none"> • Experience of working with school age children including those with special educational needs. • Numeracy and literacy skills for effective communication and report writing. • A standard of written and spoken English that supports pupils' learning. 	<ul style="list-style-type: none"> • Knowledge of child development • Qualification relevant to the role e.g. D of E/Climbing/low land walking etc • First Aid Qualification 	AF
Knowledge	<ul style="list-style-type: none"> • Can demonstrate a commitment to an educational vision and values which are in line with those of the school. • Understand how to promote pupils' wider personal development, welfare and wellbeing. • A flexible and imaginative approach to teaching and learning. • An aspiration to perform as a consistently good instructor whilst undertaking this role. • Ability to adapt and manage change and to work flexibly. • Ability to work on own initiative as well as part of a team as required. • High levels of interpersonal skills. • Ability to risk assess and maintain equipment and site. • Be able to work outdoors all year round. • Able to communicate effectively with different groups, including senior leaders, pupils, parents, staff and governors. • Able to manage resources to achieve strategic goals. • Commitment to continuous professional development. • A commitment to keeping pupils safe and following school practice and policy. 		AF; I

	<ul style="list-style-type: none"> • Ability to relate well to children and adults including other professionals, carers and parents. • Ability to demonstrate and promote good practice in line with the ethos of the school indoors and outdoors. • Firm commitment to protecting and safeguarding children at all times. • Have sufficient understanding and use of English to ensure the wellbeing of children in their care. • Keep written records of children's achievements including observations. • Keep detailed and written safeguarding records in line with school policy and practice. 		
Skills and Ability	<ul style="list-style-type: none"> • A commitment to promoting equal opportunities and meeting individual needs. • Awareness of confidentiality. • Ability to work as part of a team. • Able to manage time effectively. • Ability to be flexible to the needs of the children. • Ability to use ICT/the internet to support learning. 		I; R
Fluency in English	<ul style="list-style-type: none"> • The ability to support pupils/respond to parents through fluent and accurately spoken English. 		I
Personal Qualities	<ul style="list-style-type: none"> • To work constructively as part of a team to understand the role of D of E • Able to maintain confidentiality • Enjoy working with children • Be enthusiastic, highly motivated and flexible • Good verbal communication skills • Ability to relate well to children and adults • Ability to work well as part of a team and/or under own initiative • Have ability to adapt to a variety of situations • Ability to self-evaluate learning needs and actively seek learning opportunities • Ability to safeguard and promote the welfare of children • Have a calm, consistent approach, and an empathic nature 		I; R

	<ul style="list-style-type: none"> • Willingness to take part in appropriate training and personal and professional development. 		
Circumstances and Health	<ul style="list-style-type: none"> • Attend Training days • Suitability to work with children • Ability to complete first aid training • Lone working is essential • Must have D1 license 		AF; I

Key: Application Form (AF)

Interview (I)

References (R)

CLPT Riversides School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.