|  |  |  |  |
| --- | --- | --- | --- |
| **area** | **ESSENTIAL (D)**  **PERSONNEL SPECIFICATION LEARNING SUPPORT ASSISTANT/ LUNCHTIME SUPERVISION** | **DESIRABLE** | **CRITERIA WILL BE MEASURED BY** |
| **Experience:** | * Experience of working in a team situation. * Experience of working with or caring for children of relevant age e.g. voluntary organisation or parental/caring responsibilities. * Provide evidence of having previously spoken fluently to customers at an Intermediate Threshold Level. |  | Application form, references, interview |
| **Qualifications/**  **Training:** | * GCSE English and Maths or equivalent e.g. Adult Literacy/Numeracy at level 1. * Qualifications relating to the post e.g. Health/ Childcare, first aid qualification * Willingness to participate in development and training opportunities. |  | Application form, references, interview |
| **Knowledge/ Skills:** | * Will possess knowledge of the School’s relevant procedures or practices. * Will have an outline understanding of relevant legislation. * Will have knowledge of some of the policies covering their service area. * Problem solving skills. * Good communication skills. * Good numeracy/literacy skills. * Basic ICT skills. * An understanding of the needs of a multicultural society. * An understanding of the issues relating to pupils who have additional learning needs, more able and special educational needs. * Knowledge of childcare. * Awareness of child development. * Knowledge and commitment to schools Equality policy. * Ability to relate well to pupils and adults. * Ability to work constructively as part of a team. * Ability to remain calm under pressure. * Demonstrate a commitment to working with children of the relevant age. * Demonstrate good co-operative, interpersonal and effective listening skills. * Maintain confidentiality in matters relating to the school, its pupils, parents or carers. * Ability to perform all duties and tasks with reasonable adjustments where necessary. * Ability to cope with the requirements of the post, which will include working with pupils who have emotional/ behavioural/physical difficulties. * In line with the Immigration Act 2016; you should be able to demonstrate fluency of the English Language at an Intermediate Threshold Level. |  | Application form, references, interview |