



Special Needs Assistant - Person Specification

Job criteria	Assessment
<i>Qualifications</i>	
<ul style="list-style-type: none"> • Maths and English minimum qualification • O level's • NVQ Level 2 • CSE A-C grade • GCSE A- C grade • A childcare qualification 	Application form Certificates
<i>Experience</i>	
<ul style="list-style-type: none"> • Proven successful experience of working with children in an educational setting is desirable • Experience of working with children with special needs is desirable. • Have an understanding of the importance of targets on an Individual Support Plan and contribute to learning • Knowledge and understanding of the importance of the school's Health and Safety policy • Understanding of and commitment to work within the scope of the school's equal opportunities policy 	Written statement Interview process Observation References
<i>Professional knowledge and understanding</i>	
<ul style="list-style-type: none"> • Committed to promoting pupils' wider personal development and well-being • Committed to implementing and following through a rigorous and robust set of policies and procedures designed to safeguard children 	Written statement Interview process References
<i>Skills</i>	
<ul style="list-style-type: none"> • Ability to work as part of a team • Able to communicate effectively with a range of people • Excellent listening skills • Well organised and practical • Adaptable and flexible • Calm under pressure • Able to form and maintain appropriate professional relationships and boundaries with children and parents • Able to organise and deliver classroom activities • Able to implement a range of Teaching and Learning strategies • Able to deal with sensitive information in a confidential manner 	Written statement Interview process References Observation



<ul style="list-style-type: none"> • Have a caring and positive nature • Prompt and reliable • Prepared to undergo training appropriate to the post • Work in line with the school's behaviour policy • Work within the guidelines of the Safeguarding Children and Young People's policy • Ability to monitor and evaluate pupil performance • Able to work under the supervision of Year Group Leaders • Able to work in genuine collaboration with other learning assistants and staff. • Be sympathetic to the needs of individual children • Able to support pupils with toileting and personal care routines if necessary. 	
<i>Health</i>	
<ul style="list-style-type: none"> • Physically able, fit and healthy and able to assist in the frequent moving and handling of a pupil. • Able to sit at low levels • Able to assist with handling pupils with physically disabilities • Able to physically participate in all activities with the pupil. 	To undertake training on physical intervention procedures.
<i>Abilities and attributes</i>	
<ul style="list-style-type: none"> • Able to develop and maintain good relationships with other members of staff, and pupils. • Show enthusiasm. 	Written statement Interview process References Observation