



**PERSON SPECIFICATION – Cover Supervisor (Band 2)**

Person Specification	Essential	Desirable	Recruiting Method
<b>Education and Training</b>	<p>Attainment of GCSE's grade C or above in English &amp; Maths (or able to demonstrate equivalent numeracy/literacy skills to a level 2 standard of education)</p> <p>Pupil behaviour management training</p> <p>NVQ 3 for Teaching Assistants or equivalent qualifications or experience</p>	<p>Training in the relevant strategy/ies or curriculum areas</p> <p>Appropriate first aid training</p> <p>Teaching Qualification or HLTA qualification or equivalent</p>	<p>Application</p> <p>Certificates</p>
<b>Skills and Experience</b>	<p>A proven track record of working with pupils of the relevant age in a learning environment</p>	<p>Relevant experience to include providing specialist support within certain areas of the curriculum, or with specialist pupil groups</p>	<p>Application</p> <p>Interview</p> <p>Assessment</p>
<b>Specialist Knowledge and Skills</b>	<p>Up-to-date ICT skills</p> <p>Good listening &amp; communication skills</p> <p>Knowledge of specific curricular areas or key stages</p> <p>Ability to build good working relationships with both pupils and adults</p> <p>Ability to manage groups of pupils and deal with challenging behaviour</p> <p>Demonstrates an awareness, understanding and commitment to the protection and safeguarding of children and young people</p> <p>Demonstrates an awareness, understanding and commitment to equal opportunities</p>	<p>Awareness of the SEN Code of Practice and guidance on meeting SEN</p> <p>Fully meets the nationally recognised HLTA standards</p> <p>Practical skills relating to planning &amp; utilising individual learning programmes</p>	<p>Application</p> <p>Interview</p> <p>Assessment</p>
<b>Behaviours and Values</b>	<p>Self-motivated and able to work constructively as part of a team</p> <p>Understanding of principles of child development and learning processes</p>		<p>Application</p> <p>Interview</p> <p>Assessment</p>

	Ability to work to deadlines and methodical approach to work Flexibility & creativity Patience and a sense of humour		
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The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.