



## PERSON SPECIFICATION

**Job Title:** Learning Support Assistant

	Job Requirements	Measurement
<b>Knowledge</b>	School organisational initiatives Understanding of relevant codes of practice and legislation	A I A I
<b>Experience</b>	Experience of the management and promotion of good behaviour in others Experience of working within a school/groups of young people on a voluntary or paid basis	A, I A, I, R
<b>Skills &amp; Abilities</b>	Good organisational skills Excellent IT skills Ability to engage with students of 11-18 age range Commitment to effective learning strategies within the school Patience, determination and tact – with students and colleagues A commitment to equal opportunities A commitment to high standards Good written and verbal communication skills Good time management Ability to remain calm under pressure Work constructively in a team Ability to use initiative	A R A I R I I R  I R I R A I A I I A I I R
<b>Personal Qualities</b>	Engaging personality to whom students respond Friendly and approachable Organised Calm under pressure A sense of humour Willingness to work hard for sustained periods	I I R A R I I I
<b>Educational</b>	GCSE grade C or above in Maths and English (or equivalent) Additional subjects at GCSE grade C or above (or equivalent) First Aid qualification (or willing to undertake necessary training)	Certificates  A I
<b>Special Requirements</b>	<i>This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A satisfactory Enhanced Criminal Record check but he Disclosure &amp; Barring Service (DBS) will be required prior to appointment.</i>	DBS

**A = Application**

**I = Interview R = References**