

PERSON SPECIFICATION

Post Title: Learning Support Assistant

ATTRIBUTES/REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
EDUCATION, QUALIFICATIONS AND VOCATIONAL TRAINING	<ul style="list-style-type: none"> • Minimum relevant NVQ Level 2 or equivalent in special needs/support work in schools • Minimum Level 2 Maths & English • Willingness and ability to obtain and/or enhance qualifications and training for development in the post. 	<ul style="list-style-type: none"> • DCSF Teacher Assistant Induction course. • First Aid Certificate. • Level 1 Safeguarding. 	<ul style="list-style-type: none"> • Examination of Certificates • Application Form • Interview
RELEVANT EXPERIENCE	<ul style="list-style-type: none"> • Working with/or caring for children. 	<ul style="list-style-type: none"> • Experience of working with children with special needs and/or in a school environment. 	<ul style="list-style-type: none"> • Application Form • Interview • References
KNOWLEDGE AND SKILLS	<ul style="list-style-type: none"> • Good numeracy/literacy skills • Basic understanding of child development and learning. • Good communication and interpersonal skills. 	<ul style="list-style-type: none"> • General understanding of national curriculum and other basic learning programmes. • Knowledge of Health and Safety Regulations. • Good computer skills (or willingness to train to develop). • Ability to use sign language 	<ul style="list-style-type: none"> • Interview • Application Form
PERSONAL CHARACTERISTICS	<ul style="list-style-type: none"> • Ability to relate well to children and adults. • A calm, pleasant and sympathetic manner. 	<ul style="list-style-type: none"> • Ability to work as part of a team. • Flexible. 	<ul style="list-style-type: none"> • Interview • References
PHYSICAL ATTRIBUTES	<ul style="list-style-type: none"> • As assessed and advised by Occupational Health 		<ul style="list-style-type: none"> • Medical Questionnaire • Medical examination if required
ADDITIONAL FACTORS			
CONTRA-INDICATORS	A satisfactory record check being undertaken by the Criminal Records Bureau		