

Learning Support Assistant Person Specification

| | Essential | Desirable |
|---|-----------|-----------|
| Education and Qualifications | | |
| Good level of education to at least GCSE standards or equivalent (including Maths and English) | ✓ | |
| Experience | | |
| Working with young children, perhaps as a parent or voluntary work | | ✓ |
| Knowledge and Understanding | | |
| The needs of young children | ✓ | |
| Child development and the ways in which children learn | ✓ | |
| The roles played by various adults in a child's education | | ✓ |
| Awareness of safeguarding | | ✓ |
| Skills and Attributes | | |
| Help professional staff to achieve their objectives | ✓ | |
| Assist children on an individual basis, but also work as a member of a team | ✓ | |
| Explain tasks simply and clearly | ✓ | |
| Supervise and control children, and adhere to defined standards | ✓ | |
| Accept and respond to authority and supervision | ✓ | |
| Work with guidance but under limited supervision | ✓ | |
| Liaise and communicate effectively with others | ✓ | |
| Demonstrate good organisational skills | ✓ | |
| Get involved in professional development, and attend courses | ✓ | |
| Display work effectively, and make and maintain basic teaching resources | ✓ | |
| The ability to monitor, record and make basic assessments about individual progress and write appropriate reports | ✓ | |
| Personal Qualities | | |
| Proactive approach | ✓ | |
| Excellent interpersonal and communication skills | ✓ | |
| Punctual and reliable | ✓ | |
| High level of confidentiality, honesty and integrity | ✓ | |
| Self motivation and initiative | ✓ | |
| Other | | |
| Willingness to work flexible hours on occasions | ✓ | |
| Willingness to maintain confidentiality on all school matters | ✓ | |
| Willing to undertake training courses that are relevant to the duties of the post | ✓ | |