

Ripplevale School

Learning Support Assistant Person Specification

Key Criteria	Essential	Desirable	Evidence
Qualifications and training	Good levels of competency in literacy & numeracy, preferably at Grade C or above, or an equivalent qualification	At least 5 GCSE's A* – C grade including English or equivalent qualification Experience of working in a Special school Evidence of relevant further learning and/or qualifications	Application form
Competence Summary (Knowledge, abilities, skills, experience)	Experience of communicating in an appropriate, concise and accurate manner, orally and on paper Adaptable and flexible approach to working Ability to work as a member of a team Ability to communicate effectively with a range of people, including young people Ability to use own initiative Appreciation of necessity for confidentiality and integrity Good organisational and time management skills Ability to establish and develop supportive relationships with young people with special needs including ASD	ASD specific training or evidence of further training in aspects of working with young people with SEND. Experience of other ICT packages i.e. PowerPoint, Google Suite First Aid at work qualification or willingness to undergo training Working knowledge of programmes such as e-mail, computerised diary/calendar, word, excel	Application form Interview process References

	Ability to assist in the learning of young people with ASD Knowledge of ICT		
Work related personal Requirements	Committed to equality of opportunity Ability to work calmly and with patience Good sense of humour	Full clean driving licence	Application form Interview References
Special Requirements	Committed to safeguarding and promoting the welfare of children No adverse criminal record Good attendance and timekeeping record A willingness to actively improve yourself by developing new skills and knowledge, and learning from past experience		Application form Interview References DBS and medical history clearance