



# Person Specification: Learning Support Assistant

## Qualification criteria

- Right to work in UK
- Working with or caring for children of relevant age
- GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and maths

## Experience

- Good numeracy/literacy skills
- NVQ 3 for Teaching Assistants or equivalent qualifications or experience
- Training in the relevant learning strategies e.g. literacy
- Experience working in a school environment or other educational setting
- Experience working with children / young people with special educational needs (SEN)
- Experience planning and delivering learning activities

## Skills and Knowledge

- Good literacy and numeracy skills
- Good organisational skills
- Ability to build effective working relationships with pupils and adults
- Skills and expertise in understanding the needs of all pupils
- Knowledge of how to help adapt and deliver support to meet individual needs
- Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils
- Excellent verbal communication skills
- Ability to work as part of a team and to be flexible in their approach to daily routines
- Active listening skills
- The ability to remain calm in stressful situations
- Knowledge of guidance and requirements around safeguarding children
- Good ICT skills, particularly in using ICT to support learning

## Personal characteristics.

- Ability to communicate effectively with pupils, staff members and parents
- Ability to follow instructions accurately but also to show initiative and make good judgments when required
- Highly skilled and adaptable 'people skills'
- Flexible attitude to work and willingness to support colleagues
- A helpful and positive nature, and a calm and caring disposition
- Hardworking, conscientious and flexible
- The ability to work well under pressure

- Adaptability and the skills to work in harmony with a range of individuals
- Understanding of the importance of confidentiality and discretion
- Commitment to the safeguarding

#### Other

- This post is subject to an enhanced Disclosure and Barring Service Check
- The post holder must have a commitment to Safeguarding