

## Person specification

| CRITERIA                             | ESSENTIAL QUALITIES  | DESIRABLE   |
|--------------------------------------|--|---|
| <b>Qualifications and experience</b> | <ul style="list-style-type: none"> <li>• Good basic education to GCSE or equivalent in English and Maths.</li> <li>• Level 2 qualification in relevant field of study.</li> </ul>  | <ul style="list-style-type: none"> <li>• Level 2 Certificate in Supporting Teaching and Learning in Schools, Level 2 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held)</li> <li>• Experience of working with children</li> <li>• Experience of primary education</li> <li>• A qualification in First Aid</li> <li>• A range of further training in child development and learning.</li> </ul> |
| <b>Skills and knowledge</b>          | <ul style="list-style-type: none"> <li>• Good literacy and numeracy skills.</li> <li>• Excellent communication skills with children, parents and staff.</li> <li>• Active listening skills.</li> <li>• Good organisational skills</li> <li>• Ability to build effective working relationships with pupils and adults</li> <li>• The ability to remain calm in stressful situations</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of equal opportunities</li> </ul>   | <ul style="list-style-type: none"> <li>• Skills in understanding the needs of all pupils</li> <li>• Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>   |
| <b>Personal qualities</b>            | <ul style="list-style-type: none"> <li>• Enjoyment of working with children</li> <li>• Sensitivity and understanding, to help build good relationships with pupils</li> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding pupil's wellbeing and equality</li> <li>• A resilient team player with a positive can do attitude.</li> <li>• An ability to adapt to a variety of situations.</li> </ul> | <ul style="list-style-type: none"> <li>• A willingness to contribute to the life and work of the whole school outside the constraints of the working day.</li> <li>• Confident in day to day contacts with parents/carers and staff.</li> <li>• Ability to liaise with other professionals under the supervision of the teacher.</li> </ul>   |