



**PERSON SPECIFICATION**

**Learning Support Assistant**

CRITERIA FOR SELECTION	ESSENTIAL	DESIRABLE
<b>Qualifications</b>		
Willing to learn new skills, acquire further knowledge and undertake further training/development.	✓	
<b>Experience</b>		
Working with children or young people		✓
Experience in a school setting.		✓
Working with children or young people with SEND		✓
Using/delivering interventions to small groups		✓
<b>Knowledge, skills, and abilities</b>		
Knowledge of the different types of SEND		✓
Possess strong organisational skills with the ability to prioritise, meet all deadlines and remain calm under pressure.	✓	
Be numerate and literate.	✓	
Have excellent communication skills with the ability to communicate effectively, clearly and accurately both orally and in writing with a wide range of people e.g. students, teachers, parents/carers	✓	
Be self-motivated, enthusiastic and hardworking and flexible in their approach.	✓	
Have a pro-active approach to problem-solving.	✓	
Knowledge of the school curriculum		✓
To maintain complete confidentiality and discretion at all times.	✓	
Ability to work as part of an effective team showing enthusiasm, adaptability & flexibility.	✓	
Ability to take responsibility for self and be accountable for own actions.	✓	
To show initiative and common sense.	✓	
Be calm & patient under pressure.	✓	
Ability to plan, organise & prioritise effectively to meet deadlines, being flexible when urgent work needs arise.	✓	
<b>Personal qualities</b>		
Be friendly, reliable and efficient	✓	
Conscientious, taking pride in their work.	✓	
A knowledge and understanding of safeguarding within a school setting and the commitment to safeguard and protect the welfare of children and young people.	✓	
Able to interact effectively with staff, parents, students and outside agencies.	✓	
Have excellent punctuality and attendance.	✓	
Be committed to Equality, Diversity and Inclusion and the principles and practice of equal opportunities.	✓	