| **Post: Learning Support Assistant Level 3** |
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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Qualifications** |  |  |  |
| * Demonstrable levels of numeracy and literacy equivalent to GCSE (A\*-C) or above in English and Maths
* NVQ 3 for Teaching Assistants **or** equivalent qualifications or experience
 | **✓****✓** |  | Application form Application form |
| **Experience** |  |  |  |
| * Working with, or caring for, children in a secondary setting
 |  | **✓** | Application form |
| **Philosophy** |  |  |  |
| * Commitment to the aims of the School
 | **✓** |  | Application form and letter of application |
| * Commitment to continuous improvement and sharing of good practice
 | **✓** |  |
| **Key Skills, attributes and personal qualities** |  |  |  |
| * Able to form and maintain appropriate professional relationships and boundaries with pupils.
 | **✓** |  | Application letter and interviewEngagement with pupilsReferences |
| * Willingness to work constructively as part of a team.
 | **✓** |  |
| * Supervise pupils effectively in line with the school’s behaviour policy
 | **✓** |  |
| * Be a good role model for pupils.
 | **✓** |  |
| * Work in partnership with parents and teachers
 | **✓** |  |
| * A commitment to helping pupils achieve, through education and learning
 | **✓** |  |
| * Competent use of ICT skills to support learning and maintain electronic information systems
 |  | **✓** |
| * Use own initiative and work flexibly
 | **✓** |  |
| * Deal with sensitive information in a confidential manner
 | **✓** |  |
| * Flexibility and ability to work under pressure and meet deadlines
 | **✓** |  |
| * Good organisational and time management skills, including ability to multi-task
 | **✓** |  |
| * Ability to develop good working relationships with other staff
 | **✓** |  |
| * Good written and communication skills
 | **✓** |  |
| * Emotional resilience in working with challenging behaviours
 | **✓** |  |
| * Attend school training sessions and other training opportunities
 | **✓** |  |
| * Experience of using behaviour management strategies
 | **✓** |  |  |
| **Professional Knowledge/Understanding** | **Essential** | **Desirable**  |  |
| * Training in relevant learning strategies, e.g. literacy and numeracy
 | **✓** |  |  |
| * General understanding of the KS3 and 4 programmes of study
 |  | **✓** |  |
| * Ability to work constructively as part of a team, understanding classroom roles and responsibilities and own position within these
 | **✓** |  |
| * Ability to lead small-group work under the direction of the teacher
 | **✓** |  |
| * Understanding of the importance of inclusion
 | **✓** |  |
| * Understanding of issues affecting behaviour and barriers to learning
 |  | **✓** |
| * Ability to implement individual behaviour improvement strategies
 | **✓** |  |
| * Excellent interpersonal skills both in working relationship with pupils and staff
 | **✓** |  |
| * Understand monitoring and evaluating systems in a school setting
 |  | **✓** |

**For information**

**Category (E) – ESSENTIAL - without which the candidate would be unable to carry out the duties of the post**

**Category (D) – DESIRABLE FEATURES which would normally enable the successful candidate to perform the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience etc.**