

Post Title: SPECIAL SUPPORT ASSISTANT	
Division/Section: EDUCATION	Post Grade: Grade 6, Scalepoint 6
Location: Peel Brow Primary School Part of Vision Multi Academy Trust	Post Hours: 32.5 hours per week (term time only)
Purpose and Objectives of Post: To work under the instruction/guidance of teaching or senior staff to undertake work/care/support programmes (inclusive of specific individual learning needs Work may be carried out in the classroom or outside the main teaching area.	
Accountable to: Headteacher	
Immediately Responsible to: Class Teacher	
Immediately Responsible for: Pupils in the SEN unit	
Relationships: (Internal and External) Governing Body, Trust Board, Head Teacher, Teachers, Support Staff, Pupils	

PERSON SPECIFICATION
SPECIAL SUPPORT ASSISTANT

ASSESSMENT METHOD	SHORT-LISTING CRITERIA	ESSENTIAL	DESIRABLE
APPLICATION FORM /INTERVIEW	QUALIFICATIONS NVQ 2 in Teaching Assistance or equivalent qualification or experience of working with children within specified age range	√	
APPLICATION FORM /INTERVIEW	Training in relevant learning strategies		√
APPLICATION FORM /INTERVIEW	Ability to promote a positive ethos and role model positive attributes	√	
APPLICATION FORM /INTERVIEW	SKILLS Ability to work effectively within a team environment, understanding classroom roles and responsibilities	√	
APPLICATION FORM /INTERVIEW	Ability to build effective working relationships with all pupils and colleagues	√	
APPLICATION FORM /INTERVIEW	Ability to work with children at all levels regardless of specific individual need	√	
APPLICATION FORM /INTERVIEW	Good personal numeracy and literacy skills	√	
APPLICATION FORM /INTERVIEW	KNOWLEDGE General understanding of national curriculum and other basic learning programmes/strategies	√	
APPLICATION FORM / INTERVIEW	Basic understanding of child development and learning	√	
APPLICATION FORM / INTERVIEW	Understanding of relevant policies/codes of practice and awareness of relevant legislation.	√	
APPLICATION FORM / INTERVIEW	Understanding of strategies to support a pupil with social communication difficulties.	√	
APPLICATION FORM / INTERVIEW	EXPERIENCE Experience of resources preparation to support learning programmes Ability to provide focused interventions	√	

APPLICATION FORM / INTERVIEW	Ability to use ICT effectively to support learning Understanding of basic technology e.g. photocopier	√	
APPLICATION FORM /INTERVIEW	Relevant experience of working with and/or caring for primary age children within an educational setting	√	
APPLICATION FORM /INTERVIEW	PROFESSIONAL VALUES AND PRACTICE High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements	√	
APPLICATION FORM /INTERVIEW	Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration and demonstrate concern for their development as learners	√	
APPLICATION FORM /INTERVIEW	Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work	√	
APPLICATION FORM /INTERVIEW	Able to improve their own practice through observations, evaluation and discussion with colleagues	√	
APPLICATION FORM /INTERVIEW	Ability to work collaboratively with colleagues and other professionals to carry out role effectively, knowing when to seek help and advice	√	
APPLICATION FORM /INTERVIEW	Ability to liaise sensitively and effectively with parents and carers	√	
APPLICATION FORM /INTERVIEW	Willingness to participate in relevant training and development opportunities	√	

Employees of the school have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children and young people and for ensuring that they are protected from harm.