



PERSON SPECIFICATION
PUPIL SUPPORT ASSISTANT (LEVEL TWO)

<u>ASSESSMENT METHOD</u>	<u>SHORT-LISTING CRITERIA</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	<u>QUALIFICATIONS</u> NVQ 2 in Teaching Assistance or equivalent qualification or experience of working with/caring for children within Primary settings.	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	Training in relevant learning strategies in particular literacy and phonics, numeracy, SEND, safeguarding, learning and behaviour management.	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	<u>SKILLS</u> Ability to work effectively within a team environment, understanding classroom roles and responsibilities	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	Ability to build effective working relationships with all pupils and colleagues	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	Ability to work with children at all levels regardless of specific individual need	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	Ability to liaise with the SEND team, taking direct instruction from the class teacher and SENCo to undertake work, care and support programmes to enable access to learning for pupils with a statement of Special Educational Needs or an Education Health Care Plan.	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	Good personal numeracy and literacy skills	√	
<u>APPLICATION FORM</u> <u>/INTERVIEW</u>	<u>KNOWLEDGE</u> General understanding of Early Years framework / National Curriculum and phonics	√	
<u>APPLICATION FORM</u> / <u>INTERVIEW</u>	Basic understanding of child development and learning	√	

<u>APPLICATION FORM / INTERVIEW</u>	Understanding of relevant policies/codes of practice and awareness of relevant legislation.		✓
<u>APPLICATION FORM / INTERVIEW</u>	General awareness of inclusion especially within a school setting.	✓	
<u>APPLICATION FORM / INTERVIEW</u>	<u>EXPERIENCE</u> Experience of resources preparation to support learning programmes		✓
<u>APPLICATION FORM / INTERVIEW</u>	Experience of using ICT to support learning and understanding of other basic technology (computers, iPads, photocopier etc.).	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Relevant experience of working with and/or caring for children within SEND within an educational setting.	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Experience of working with a child with autism needs.		✓
<u>APPLICATION FORM / INTERVIEW</u>	<u>PROFESSIONAL VALUES AND PRACTICE</u> High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Able to improve their own practice through observations, evaluation and discussion with colleagues	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Ability to work collaboratively with colleagues, and carry out role effectively, knowing when to seek help and advice	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Ability to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning	✓	
<u>APPLICATION FORM / INTERVIEW</u>	Willingness to participate in relevant training and development opportunities	✓	

