

**THE SELE SCHOOL  
PERSON SPECIFICATION**

<b>Job Title: Learning Support Officer</b>		
<b>KEY CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualification and Training</b>	<p>Experience of direct work with children, young people, staff, parents and carers.</p> <p>Good level of education to include GCSE passes in Maths and English</p> <p>Experience of working with young people in an educational or pastoral setting</p>	<p>Awareness of strategies to help manage behaviour.</p> <p>Experience in mentoring, TA youth work, or behaviour support</p> <p>Training in behaviour management strategies such as Restorative Justice or Trauma-Informed Practice</p>
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<p>Knowledge of children and young people's development, Child Protection and Safeguarding policies and procedures.</p> <p>Able to support learning in classroom environments in a range of subjects.</p> <p>Able to guide students with their reading, literacy and numeracy.</p> <p>Flexibility and sensitivity to the needs of a wide range of users in the school.</p> <p>Able to use IT effectively.</p> <p>Strong behaviour management skills with the ability to de-escalate challenging situations.</p>	<p>Experience working with students in Key Stage 3 and 4.</p> <p>Knowledge of various specific learning and behaviour needs.</p> <p>Knowledge of SEND and how to support students with additional needs</p>
<b>Work-related Personal Requirements</b>	<p>Demonstrate excellent communication skills and the ability to build positive relationships with children, young people and their families.</p> <p>Excellent organisational, administrative and time management skills, including record keeping.</p> <p>Maintain confidentiality.</p> <p>Honest and reliable with good timekeeping.</p> <p>Ability to work effectively as part of a team and independently when required.</p>	<p>You will be able to engage positively and negotiate with professionals from a range of services.</p> <p>Ability to work under pressure and remain calm when dealing with challenging behaviour.</p>
<b>Other Work Requirements</b>	<p>Implement safety practices in all areas.</p> <p>Understanding of Health and Safety.</p>	