

**Person Specification – Support staff
Level 2**

Essential	Desirable
<p>Qualifications</p> <ul style="list-style-type: none"> • GCSE grade C or above (or equivalent) in English and maths. • NVQ2 in Childcare or equivalent qualification 	<ul style="list-style-type: none"> • Further training relating to supporting pupils with additional needs, medical needs, and/or learning difficulties
<p>Experience</p> <ul style="list-style-type: none"> • Ability to establish positive relationships with children. • Experience and/ or knowledge of keeping up to date and informative records, and planning targets 	<ul style="list-style-type: none"> • Experience of working with children with medical needs and/ or learning needs • Experience of working in a school or other educational setting
<p>Job Related Knowledge, Aptitude and Skills</p> <ul style="list-style-type: none"> • Effective communication skills with children, parents, colleagues and other professionals • A professional attitude and respect for confidentiality towards staff, pupils and families • Knowledge and understanding of how children develop and learn. • Able to establish positive relationships with children and act as a role model. • Able to motivate and engage children and manage behaviour effectively. • Knowledge and understanding of how to support children in the learning environment. • Knowledge and understanding of a range of special needs. • Knowledge of how to manage challenging behaviour • Knowledge and understanding of the issues affecting children with EAL. • Knowledge of requirements to safeguard children • Understanding of the need to maintain confidentiality on all school matters. • Ability to maintain children’s records. • Able to work within and apply all school policies e.g. Equal Opportunities, Behaviour Management, Health and Safety etc. • Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses. • Undertake programmes linked to local and national learning strategies, recording achievement and progress and feeding back to the class teacher 	<ul style="list-style-type: none"> • Knowledge of the requirements of the National Curriculum and/or Early Years Foundation Stage curriculum
<p>Personal Qualities and Skills</p> <ul style="list-style-type: none"> • Willingness to participate in training and development opportunities • Confidence to take responsibility for the learning of groups of children both in and out of the classroom. • Willingness to show enthusiasm, flexibility and empathy. • Able to work as part of a team and independently, as required, recognising and accepting line management. • Able to use initiative. • Able to ask for support if needed, and offer support to colleagues as required • Good knowledge of basic ICT • Good literacy and numeracy skills • Good time-keeping and time-management • Able to demonstrate a commitment to equal opportunities 	

The job requires employees to be physically agile, in order to participate in PE, physical games and sitting on the floor.