**Person specification**

**Learning Support Assistant**

| Attributes | **Essential** | **Desirable** | **How identified** |
| --- | --- | --- | --- |
| Qualifications | Good general standard of  education.  Grade 4/C or above in English  GCSE or equivalent. | NVQ, or other qualification, related to working with children and/or around learning support.  Grade 3/D or above in Maths GCSE or equivalent. | A/I/Q |
| Experience | Experience of working with people. | Experience in a school or  teaching and learning  environment.  Experience of working with children preferably of Secondary age. | A/I |
| Knowledge and skills | Communication skills – both written and verbal.  Ability to plan and prioritise own  workload. | Knowledge of school  organisation.  Awareness of developments  within Education or Learning Support.  High standard of written  English. | A/I/T |
| Character | Must be able to respect  confidentiality.  Able to work on own initiative with little supervision at times.  Must be assertive and proactive.  Able to be flexible and versatile,  adapting to change effectively. | Familiarity with basic ICT skills. | A/I |

Key

A = Application

I = Interview

Q = Qualification certificates

T = Task