

Person Specification

General heading	Detail	Examples
Qualifications & Experience	Specific qualifications & experience	Experience of working in a specialist area in a learning environment NVQ Level 2 or equivalent in specialist area
	Knowledge of relevant policies and procedures	Basic knowledge of First Aid and general outstanding of the school
	Literacy	Ability to read and write technical reports
	Numeracy	Good numeracy skills
	Technology	Excellent working knowledge of equipment and ICT packages relevant to specialist area
Communication	Written	Ability to write reports, letters etc
	Verbal	Ability to use clear language to communicate complex information unambiguously Ability to listen effectively
	Languages	Seek support to overcome communication barriers with children and adults Knowledge of specialist terminology etc.
	Negotiating	Ability to negotiate effectively with adults and children
Working with children	Behaviour Management	Ability to demonstrate effective implementation of the school's behaviour management policy
	SEN	Understand and support the differences in children and adults in relation to the role
	Curriculum	Good understanding of the school curriculum relevant to specific area
	Child Development	Good understanding of how the role contributes to child development
	Health & Well being	Understand and support the importance of physical and emotional wellbeing
Working with others	Working with partners	Ability to make a contribution to the work of the team supporting children
	Relationships	Ability to establish rapport and respectful and trusting relationships with children and other adults
	Team work	Ability to work effectively with a range of adults
	Information	Ability to provide timely and accurate information

Responsibilities	Organisational skills	Good organisational skills Ability to remain calm under pressure
	Line Management	N/A
	Time Management	Ability to plan and manage own time effectively
	Creativity	Demonstrate a creative approach to supporting learning
General	Equalities	Awareness of and promotion of equality
	Health & Safety	Good understanding of Health & Safety
	Child Protection	Understand and support child protection procedures
	Confidentiality/Data Protection	Understand procedures and legislation relating to confidentiality
	CPD	Demonstrate a clear commitment to develop and learn in the role