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|  | **Essential** | **Desirable** |
| **Qualifications/**  **Attainments** | Sound or secure numeracy and literacy skills (advice and guidance will be available from head teacher). | \*4 GCSEs including English and Maths.  \*A valid First Aid Certificate.  \*A willingness to consider completing an NVQ L3 qualification. |
| **Experience** | Are familiar with a school environment **OR** working with or caring for children of the relevant age. | \*Experience of working in a school environment either in a paid or voluntary capacity.  \*Experience of supporting children with special educational needs. |
| **Skills,**  **knowledge**  **and aptitude** | \*Ability to relate well with children and adults.  \* Ability to work as a member of a team.  \* A willingness to work co-operatively with a wide range of professionals.  \* Good communication skills both written and verbal.  \* A knowledge of how to keep children safe in education. | |  | | --- | | \*Ability to work within the LEA and school’s policies and guidelines.  \*Basic technology skills e.g. computer, video and photocopier. | |
| **Personal attributes** | |  | | --- | | \*Sensitive to the needs of children and their parents/guardians.  \*Able to work positively with parents/guardians, other professionals.  \*Ability to work effectively as part of a team.  \*Calm and positive approach.  \*Committed to continuous professional development.  \*Strong commitment to safeguarding children. | | |  | | --- | | \*Appreciate and support other professionals. | |