

Person Specification – Support Assistant Level 2

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Experience of supporting children in a learning environment
2	Knowledge of Primary Curriculum
3	Experience of classroom/small group organisation.
4	Learning Support Assistant L2 qualification or equivalent.
5	GCSE grade C or above in English and Maths or equivalent competency
6	First Aid Training or willingness to train if required.
7	Full Safeguarding Training or willingness to train.
8	Willingness to run after school clubs as overtime.

Desirable

9	Experience of advancing progress of pupils of relevant age within a learning environment
10	Knowledge of Early Years curriculum
11	Experience/knowledge of working with children with SEN

Part B: Assessment Stage

Items 1, 2, and 3 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Able to use language and other communication skills that children can understand and relate to.
2	Able to empathise with the needs of children and in particular able to establish positive relationships with pupils.
3	Able to consistently and effectively implement agreed behaviour management strategies.
4	Able to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
5	Able to work within and apply all relevant school policies and schemes of work
6	Able to supervise groups of pupils.
7	Able to carry out and report on systematic observations of pupils' knowledge, understanding and skills.
8	Able to work effectively as part of a team
9	Committed to achieving further professional development
10	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> ▪ motivation to work with children and young people ▪ ability to form and maintain appropriate relationships and personal

	boundaries with children and young people <ul style="list-style-type: none"> ▪ emotional resilience in working with challenging behaviours ▪ attitude to use of authority and maintaining discipline. ▪ able to work in partnership with other agencies
11	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

The following methods of assessment will be used:

Method		Method	
Interview	Yes	Presentation	No
Lesson Observation (small group task)	Yes	Structured discussion with pupils	No
Other (specify)	No	Other (specify)	No

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Criminal Records Bureau
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 and/or POCA List (residential establishments only) check
4	Medical clearance
5	Two references from current and previous employers (or education establishment if applicant not in employment)