

**Person Specification**  
**Gosforth Central Middle School**

**Post: Learning Support Assistant**

<b>Factor</b>	<b>Essential</b>	<b>Desirable</b>	<b>Means of Assessment</b>
Skills, Knowledge and Aptitude	<p>Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including:</p> <ul style="list-style-type: none"> <li>• motivation to work with children and young people;</li> <li>• ability to form and maintain appropriate relationships and personal boundaries with children and young people;</li> <li>• emotional resilience in working with challenging behaviour;</li> <li>• attitude to use authority and maintaining discipline.</li> </ul>	<ul style="list-style-type: none"> <li>• able to use new approaches and technologies to enhance pupils' learning</li> <li>• experience of supporting both primary and secondary aged pupils with a variety of special educational needs</li> </ul>	<ul style="list-style-type: none"> <li>• letter of application</li> <li>• application form</li> <li>• interview</li> <li>• references</li> </ul>
Qualifications and Training	Qualified Learning Support Assistant	<ul style="list-style-type: none"> <li>• evidence of working as a reflective practitioner, using a variety of approaches to secure ongoing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• letter of application</li> <li>• application form</li> </ul>
Experience	A good track record of supporting children with special educational needs to achieve success	<ul style="list-style-type: none"> <li>• experience of working with children with ASD</li> <li>• experience of successfully supporting pupils in maths lessons</li> <li>• experience of developing and leading intervention programmes</li> </ul>	<ul style="list-style-type: none"> <li>• letter of application</li> <li>• application form</li> <li>• references</li> </ul>

Disposition	<p>Candidates must have the ability to</p> <ul style="list-style-type: none"> <li>• exercise confidentiality</li> <li>• be well motivated and enthusiastic</li> <li>• be willing to accept responsibility and take the initiative</li> <li>• be well organised</li> <li>• articulate a view confidently and listen to and value the opinion of others</li> <li>• embrace innovation in a critical and thoughtful manner</li> <li>• build positive working relationships with staff, parents / carers and pupils</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• a commitment to life-long learning</li> </ul>	<ul style="list-style-type: none"> <li>• application form</li> <li>• interview</li> <li>• references</li> </ul>
Special Requirements	<ul style="list-style-type: none"> <li>• no adverse enhanced disclosures of criminal convictions</li> <li>• excellent timekeeping and attendance record</li> </ul>	<ul style="list-style-type: none"> <li>• willingness to play a full part in the life of the school and contribute to extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>• application form</li> <li>• interview</li> <li>• references</li> <li>• medical clearance</li> <li>• criminal record checks</li> </ul>
The following criteria must be judged as satisfactory when pre-employment checks are completed	<ol style="list-style-type: none"> <li>1. Enhanced Certificate of Disclosure from the Criminal Records Bureau</li> <li>2. Additional criminal record checks if applicant has lived outside the UK</li> <li>3. List 99 and/or POCA List (residential establishments only) check</li> <li>4. Medical clearance</li> <li>5. Two references from current and previous employers (or education establishment if applicant not in employment)</li> </ol>		