

**Bishopton PRU**

**Personal Specification**

Cover Supervisor

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| **Attributes** | **Essential** | **Desirable** |
| **QUALIFICATIONS/**  **TRAINING:** | 1. NVQ level 2 or equivalent in a relevant discipline, e.g. Supporting Teaching and Learning OR appropriate experience 2. Willingness to participate in training and development opportunities | 1. NVQ Level 3 or equivalent in a relevant discipline, e.g. Supporting Teaching and Learning OR appropriate experience 2. Training in a particular subject or area, e.g. Literacy, ICT, Maths, Humanities, Dyslexia, Asperger’s 3. First Aid training 4. Child Protection training 5. Qualifications at GCSE Level or level 2 and above in maths and English |
| **EXPERIENCE:** | 1. Experience of working with or caring for children of the relevant age 2. Experience of school policies relating to Health & Safety, behaviour, attendance, Equal Opportunities, Child Protection. 3. Experience of supporting teaching staff in the development and education of pupils, including the provision of specialist skills and knowledge. | 1. Experience of behaviour management with children of the relevant age 2. Teaching experience |
| **SKILLS/**  **KNOWLEDGE:** | 1. Be familiar with the full range of school policies 2. Have the necessary skills to manage safely classroom activities, the physical learning space and resources 3. Understand and be able to use a wide range of strategies to deal with classroom behaviour as a whole and individual behavioural needs 4. Ability to use ICT effectively to support learning 5. Ability to relate well to children and adults and build and maintain successful relationships 6. Able to work constructively on your own initiative and as part of a team 7. Ability to self-evaluate learning needs and actively seek learning opportunities 8. Excellent numeracy and literacy skills 9. Knowledge of First Aid 10. A good working knowledge of Safeguarding 11. Able to liaise sensitively and effectively with parents and carers | 1. Working knowledge of national/foundation stage curriculum and other relevant learning programmes/strategies 2. Ability to use other technology as required. |
| **PERSONAL ATTRIBUTES:** | 1. Friendly and approachable 2. Flexibility 3. High expectations and commitment to learning 4. A commitment to working as part of the whole school team and supporting the vision and aims of the school |  |