Northern Education Trust
Post: Cover Supervisor
PERSON SPECIFICATION

No	Categories	Essential / Desirable	Assessed by: App Form	Assessed by: Interview / Task
QUALIFICATIONS				
1.	NVQ level 2 or equivalent in a relevant discipline, e.g. Supporting Teaching and Learning OR appropriate experience	E	✓	
2.	Willingness to obtain and / or enhance qualifications and training for development in the post	E	✓	
3.	NVQ Level 3 or equivalent in a relevant discipline, e.g. Supporting Teaching and Learning OR appropriate experience	D	✓	
4.	Training in a particular subject or area, e.g. Literacy, ICT, Maths, Humanities, Dyslexia, Aspergers	D	✓	
5.	First Aid training	D	✓	
6.	Child Protection training	D	✓	
7.	5 GCSE's or equivalent, including English and Maths	E	✓	
EXPERIENCE				
8.	Experience of working with or caring for children of the relevant age	E	✓	✓
9.	Experience of school policies relating to Health & Safety, behaviour, attendance, Equal Opportunities, Child Protection	E	✓	✓
10.	Experience of supporting teaching staff in the development and education of pupils, including the provision of specialist skills and knowledge	E	✓	✓
11.	Experience of behaviour management with children of the relevant age	D	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
12.	Be familiar with the full range of school policies	E	✓	✓
13.	Have the necessary skills to manage safely classroom activities, the physical learning space and resources	E	✓	✓

			Assessed by:	
No	**Categories**	**Essential / Desirable**	**App Form**	**Interview / Task**
14.	Understand and be able to use a wide range of strategies to deal with classroom behaviour as a whole and individual behavioural needs	E	✓	✓
15.	Ability to use ICT effectively to support learning	E	✓	✓
16.	Ability to relate well to children and adults and build and maintain successful relationships	E	✓	✓
17.	Able to work constructively on your own initiative and as part of a team	E	✓	✓
18.	Excellent numeracy and literacy skills	E	✓	✓
19.	Knowledge of First Aid	E	✓	✓
20.	Able to liaise sensitively and effectively with parents and carers	E	✓	✓
21.	Working knowledge of national/foundation stage curriculum and other relevant learning programmes/strategies	D	✓	✓
22.	Ability to use other technology as required.	D	✓	✓
PERSONAL QUALITIES				
23.	Pleasant and friendly manner	E	✓	✓
24.	Polite and punctual	E	✓	✓
25.	Reliable	E	✓	✓
26.	A commitment to working as part of the whole Academy team and supporting the vision and aims of the Academy	E	✓	✓
27.	Flexibility	E	✓	✓

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.