



## The Hollybrook Schools

### 1:1 Learning Support Assistant - Person Specification

We are seeking to appoint a person who fulfils the following criteria:

Specification	Essential	Desirable
<b>Qualifications and Training:</b>	<ul style="list-style-type: none"> <li>GCE/GCSE English and Maths Grades A-C</li> </ul>	<p>Qualifications as a Teacher Assistant for Foundation Stage, Key Stage 1 or 2.</p> <p>Educated to A Level or its equivalent and beyond.</p> <p>Computer literate in Microsoft Office</p> <p>Relevant qualifications for working with children with Special Educational Needs and behaviour issues.</p>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>Life skills which lend themselves to working with young children</li> </ul>	<p>Relevant working experience in an Infant, Junior or Primary School.</p> <p>Understanding of curriculum, particularly English, including phonics and maths requirements.</p> <p>Experience of working with children with Special Educational Needs and behaviour issues.</p> <p>Evidence of having worked with children, relevant qualifications to support this.</p>
<b>Qualities, Knowledge, Understanding and Skills:</b>	<ul style="list-style-type: none"> <li>Able to show initiative and be flexible.</li> <li>A positive interest in working with children.</li> <li>Able to get the best out of children.</li> <li>To be able to manage behaviour effectively and follow school policies and procedures.</li> <li>To be professionally discreet and able to respect confidentiality.</li> <li>To be inclusive to all children no matter what their need, background, beliefs or ethnic group.</li> <li>To be able to work calmly and with patience.</li> <li>To work as part of a team and contribute to the team ethos.</li> <li>Demonstrate good communication skills and be able to clarify and explain instructions clearly.</li> <li>To have well-developed inter-personal skills and a sense of humour, enabling effective relationships with a variety of different people.</li> <li>To be punctual and a good time keeper.</li> <li>Can take a lead role in learning activities as set and supported by the class teacher.</li> </ul>	<p>Knowledge of PECS and Makaton.</p> <p>Experience of working with children with Special Educational Needs.</p> <p>Ability to relate to and manage children from ages 4 to 11 effectively.</p> <p>Ability to lead and manage areas of responsibility.</p> <p>The flexibility to work with children of all ages.</p> <p>Is able to keep accurate records of children's progress</p>
<b>References:</b>	Very supportive comments.	An unreserved recommendation.