

## Person Specification

Name of school: Long Sutton C of E Primary  
 Job Title: Learning Support Assistant  
 Line Manager: Mrs Elizabeth Reynolds

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<p>The Learning Support Assistant should have:</p> <ul style="list-style-type: none"> <li>good basic education to GCSE level in literacy and numeracy, or the equivalent</li> </ul>	<p>In addition, the Learning Support Assistant might have experience of:</p> <ul style="list-style-type: none"> <li>A relevant qualification in Childcare and/or Education</li> </ul>
<b>Experience</b>	<p>The Learning Support Assistant should have:</p> <ul style="list-style-type: none"> <li>Knowledge of working in an educational environment.</li> <li>Experience of working with children with special needs</li> <li>Experience of working with children with Social &amp; Emotional needs</li> <li>Experience of supporting children's learning in the classroom</li> </ul>	<p>In addition, the Learning Support Assistant might have experience of:</p> <ul style="list-style-type: none"> <li>Working 1 to 1 with children with additional needs.</li> <li>Working within the Early Years</li> <li>Experience working as a general TA</li> <li>Experience of working with outside agencies e.g. EP, ASD service, OT etc</li> <li>Adapting the class teachers plans to meet the needs of the individual</li> <li>Experience of carrying out learning interventions</li> <li>Experience of taking a large group or whole class</li> </ul>
<b>Knowledge and Understanding</b>	<p>The Learning Support Assistant should have knowledge and understanding of:</p> <ul style="list-style-type: none"> <li>the needs of children;</li> <li>child development and the ways in which children learn;</li> <li>the roles played by various adults in a child's education;</li> <li>behaviour management strategies;</li> <li>equal opportunities</li> <li>safeguarding</li> </ul>	<p>In addition, the Learning Support Assistant might have knowledge and understanding of:</p> <ul style="list-style-type: none"> <li>EYFS curriculum</li> <li>National Curriculum, especially KS2</li> <li>Autism Spectrum Disorder/ADHD</li> <li>Learning through play</li> </ul>
<b>Skills</b>	<p>The Learning Support Assistant will be able to:</p> <ul style="list-style-type: none"> <li>help professional staff to achieve their objectives;</li> <li>teach children on an individual basis, in small group and whole class work;</li> <li>explain tasks simply and clearly and foster independence;</li> <li>supervise children, and adhere to defined behaviour management policies;</li> <li>accept and respond to authority and supervision;</li> <li>work with guidance, but under limited supervision;</li> <li>liaise and communicate effectively with others;</li> <li>demonstrate good organisational skills;</li> </ul>	<p>In addition, the Learning Support Assistant might also be able to:</p> <ul style="list-style-type: none"> <li>monitor, record and make basic assessments about individual progress</li> <li>suggest alternative ways of helping children if they are unable to understand;</li> <li>describe, in simple terms, the process of behaviour management with children;</li> <li>identify gaps in their own experience that they need help in filling;</li> <li>First Aid, Personal Care training</li> </ul>

	<ul style="list-style-type: none"><li>• reflect on and develop professional practice;</li><li>• Ability to communicate effectively both verbally and in writing</li><li>• Good interpersonal skills</li><li>• Ability to adapt to change at short notice</li><li>• Ability to work co-operatively and flexibly within a team</li><li>• Ability to use IT to enhance learning</li></ul>	
--	--	--