

LSA/AFTER-SCHOOL ASSISTANT PERSON SPECIFICATION

ESSENTIAL CRITERIA	DESIRABLE CRITERIA
EDUCATION AND TRAINING: • Good general education and GCSEs in Maths and English (A-C). • Good knowledge and understanding of food hygiene	• NVQ qualification – Supporting Teaching & Learning. • Support Work in Schools Vocational Qualification – Level 2. • Suitable training in phonics and/or interventions. • Paediatric First Aid Certificate • NVQ Level 2 Food Hygiene Certificate
EXPERIENCE: • Creativity to devise new ideas and engage children in activities	• Experience of working in an Early Years setting or primary school environment. • Experience of working with children with Special Educational Needs.
CURRICULUM BASED SKILLS: • Ability to use ICT to effectively support learning.	• Good general knowledge and ability to set tasks into contexts of pupil interests. • Knowledge of the requirements of the Early Years Foundation Stage Curriculum
COMMUNICATION AND TEAMWORK SKILLS: • Good oral and written communication skills. • Ability to work effectively and professionally within a team of adults. • Ability to efficiently understand and follow direction from the Class Teacher or Special Needs Coordinator. • Ability to relate well to children, establishing empathy and a good rapport. • Ability to motivate pupils and to use positive behaviour management strategies with individuals, groups and whole classes. • Ability to use initiative.	• Supportive of colleagues. • Capability to analyse tasks and how they may be best achieved.
WORKING SKILLS • Able to work under pressure and multitask. • Has a solution-based approach to problem solving.	• Ability to plan and prioritise a range of regular and irregular tasks with specific deadlines.
ATTRIBUTES • Hardworking with a positive attitude, • Resilient and patient. • Adaptable and able to cope with a range of tasks. • Willingness to become fully involved in school life. • Motivated – Willingness to undertake training (e.g. First Aid, Safeguarding)	• Friendly and sociable with a good sense of humour. • Flexible approach, enjoys a varied workload. • Creative.
Other • Eligible to work in the UK • Suitability to work with children • Able to maintain confidentiality on all school matters • Ability to undertake any physical aspects of the post	• Flexible – ability to cover additional hours if required