



Support Assistant

Level 2



Person Specification

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Experience of supporting children in a learning environment
2	Knowledge of national/foundation stage curriculum
3	Experience of classroom organisation
4	Working towards Level 2 Basic Skills (Literacy and Numeracy) or equivalent competency

Desirable

5	First Aid Training
---	--------------------

Part B: Assessment Stage

Items 1, 2, and 3 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Experience of using ICT to support pupils in the classroom
2	Able to use language and other communication skills that children can understand and relate to.
3	Able to empathise with the needs of children and in particular able to establish positive relationships with pupils.
4	Able to consistently and effectively implement agreed behaviour management strategies.
5	Able to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
6	Able to work within and apply all relevant school policies and schemes of work
7	Able to supervise groups of pupils.
8	Able to carry out and report on systematic observations of pupils' knowledge, understanding and skills.
9	Able to undertake routine invigilation and marking
10	Able to use initiative and work independently at times
11	Able to work effectively as part of a team
12	Committed to achieving further professional development
13	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none">▪ Motivation to work with children and young people

	<ul style="list-style-type: none"> ▪ Ability to form and maintain appropriate relationships and personal boundaries with children and young people ▪ Emotional resilience in working with challenging behaviours ▪ Attitude to use of authority and maintaining discipline. ▪ Able to work in partnership with other agencies
14	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

Desirable

15	Knowledge of SEN Code of Practice
----	-----------------------------------

The following methods of assessment will be used:

Method	
Interview	Yes
Small Group Observation	Yes

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	Right to Work check
4	Medical clearance
5	Two references from current and previous employers (or education establishment if applicant not in employment)



**Knop Law Primary School, Hillhead Parkway, Newcastle upon Tyne
NE5 1DS**