



Support Assistant Level 3



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 pupils with SEND
2	Excellent written and verbal communication skills
3	Knowledge of National and Early Years Foundation Stage Curriculum
4	Experience of classroom organisation
5	Experience of planning and delivering interventions to small groups of pupils.
6	Demonstrate reflective practice when working as part of a team
7	GCSE in English and Maths or equivalent
8	Qualification for Teaching Assistants or equivalent qualification or experience
9	GCSE in English and Maths or equivalent

Desirable

10	First Aid Training
11	Experience of supporting children working significantly below age related expectations
12	Experience of supporting pupils with Autism; ADHD or Speech and Language needs.

Part B: Assessment Stage

Items 1, 2, 3, 4 and 5 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Able to use language and other communication skills that children can understand and relate to
2	Able to empathise with the needs of children and in particular able to establish positive relationships with pupils
3	Able to consistently and effectively implement agreed behaviour management strategies
4	Able to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
5	Able to work within and apply all relevant school policies and schemes of work
6	Able to supervise groups of pupils
7	Able to carry out and report on systematic observations of pupils' knowledge, understanding and skills
8	Able to undertake routine supervision and marking
9	Able to use initiative and work independently at times

10	Able to work effectively as part of a team
11	Committed to achieving further professional development
12	Able to contribute to reviews of pupil's progress including liaising with other agencies as appropriate
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 ▪ 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	In depth knowledge of SEND code of practice
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The following methods of assessment will be used:

Method	
Written task	Yes
Lesson Observation	Yes
Interview	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 within the 5 years prior to appointment
3	Barred list check
4	Medical clearance
5	Evidence of your right to work in the UK
6	Two references from current and previous employers (or education establishment if applicant not in employment)

Westerhope Primary School, Hillhead Road, Westerhope, NE5 1NE

