

The Person Specification is a picture of skills, knowledge and experience needed to carry out the job. It has been used to draw up the advertisement and will be used in the short listing and interview process for this post. Therefore, it is important you address all the requirements below when completing your application form.

Category	Essential	Desirable
Qualifications		
GCSE's or equivalent in Maths and English (A - C)	X	
Prepared to work towards a Level 3 Diploma in Specialist Support for Teaching and Learning in Schools	X	
Knowledge and Understanding		
A basic knowledge of health and safety	X	
Knowledge of special education needs	X	
An understanding of the need for sensitivity and confidentiality	X	
An awareness of safeguarding	X	
Experience		
Experience of working with students with SEN		X
Effective liaison with other agencies and understanding of their roles		X
Skills		
ICT skills; keyboard/Specialist ICT equipment		X
Ability to work as part of a team	X	
Excellent written and oral communication skills	X	
Ability to use own initiative	X	
Excellent organisational skills	X	
Qualities		
A commitment to high standards of pupil achievement	X	
Excellent professional conduct in all areas; following Academy policies including dress code and time management.	X	
A good sense of humour!	X	
Be confident in maintaining and developing good, sensitive, professional relationships with children, parents, staff, governors and the wider community	X	
An excellent aptitude for handling the pace of change	X	
Enthusiasm and openness to ideas	X	