



Maldon Primary School
 Wantz Chase, Maldon, Essex CM9 5DQ
 Telephone (01621) 853409
 Website: www.maldon.essex.sch.uk
 Email: admin@maldon-tkat.org
 Headteacher - Mrs. Eileen Thorn



Person Specification

Special Needs Learning Support Assistant

		Essential	Desirable
Expertise	<ul style="list-style-type: none"> Effective at communicating with primary aged children Effective at helping primary aged children learn Effective team player within a school setting Effective at identifying children's educational needs and responding to these needs 	✓ ✓ ✓ ✓	
Qualifications	<ul style="list-style-type: none"> Good literacy and numeracy skills (Grade C GCSE equivalent or above) Good general standard of education Induction training for teaching assistants Successful completion of training in particular/specialised learning/Special Needs area NVQ Level 3 in learning Support/early years or equivalent qualification Training in literacy and numeracy strategies 	✓ ✓	✓ ✓ ✓ ✓ ✓
Knowledge & Skills	<ul style="list-style-type: none"> Knowledge and understanding or self-motivation and aptitude to develop a good level of various categories of Special Educational Needs including Autistic Spectrum Disorder, Global Developmental Delay and Soto Syndrome Basic knowledge of first aid 	✓ ✓	

	<ul style="list-style-type: none"> • Basic knowledge of the Primary and Early Years Curriculum • Knowledge of general aspects of child development • Understanding of child protection policies and procedures • Knowledge of relevant codes of practice and school policies • Good working level of ICT skills applicable to a school setting 	✓	✓
		✓	✓

Aptitudes	• Be able to work effectively as part of a team and contribute to group thinking, planning etc.	✓	
	• Effective time management skills	✓	
	• Possess excellent interpersonal skills with children and adults	✓	
	• Be flexible	✓	
	• Be able to follow instructions accurately	✓	
	• Be able to use own initiative and work independently	✓	
	• Have excellent communication skills with adults and children, verbal and in writing	✓	
	• Be able to motivate, inspire and have high expectations of pupils	✓	
	• Show a creative approach to problem solving	✓	
	• Be able to adapt quickly and effectively to changing circumstances/situations	✓	
	• Be able to work calmly under pressure	✓	
	• Be committed to personal and professional development	✓	
	• Be able to critically evaluate own performance	✓	
	• Have awareness of, and commitment to, equalities issues	✓	

	<ul style="list-style-type: none">• Be able to record and assess pupil progress/performance etc.	✓	
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