

Person Specification

Specialist 1:2:1 Learning Support Assistant

Qualifications & Experience	Essential	Desirable
Successful recent experience working with children in a learning environment	✓	
Educated to NVQ Level 2 or equivalent	✓	
Medical experience (previous nursing experience useful or perhaps supporting students with complex medical needs including diabetes)	✓	
Skills and Knowledge	Essential	Desirable
Basic knowledge of First Aid	✓	
Knowledge of Type 1 Diabetes		✓
Understand classroom roles and responsibilities and your own position within these		✓
Full working knowledge of relevant policies/codes of practice/legislation		✓
Knowledge of how the body works and how bodily functions interact	✓	
Excellent reading and writing skills equivalent to at least NVQ Level 2	✓	
Excellent numeracy skills equivalent to at least NVQ Level 2	✓	
ICT skills to support learning		✓
Ability to write basic reports	✓	
Ability to understand and support children with developmental difficulty or disability	✓	
Ability to use clear language to communicate information unambiguously and listen effectively	✓	
Specialist language/communication skills if appropriate		✓
Good understanding of the school curriculum including knowledge of literacy/numeracy strategies		✓
Ability to negotiate effectively with adults and children	✓	
Ability to apply a range of behaviour management policies and strategies which contribute to a purposeful learning environment	✓	
Successful completion of training to support SEN if appropriate		✓
Excellent understanding of child development and learning processes	✓	
Ability to assess and record progress and performance and recommend appropriate strategies to support development		✓
Motivate, inspire and have high expectations of students	✓	
Understand and support the importance of physical and emotional wellbeing	✓	
Work effectively as part of a team and contribute to group thinking, planning etc.	✓	
Ability to work positively with parents, the school nurse and other professionals to improve support for students	✓	
Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults	✓	

Ability to work effectively with a range of adults	✓	
Contribute to the development and implementation of effective systems to share information	✓	
Ability to maintain a high level of confidentiality and discretion at all times	✓	
Ability to exchange verbal information clearly and sensitively with children and adults	✓	
Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults	✓	
Understand and implement the school's behaviour management policy	✓	
Understand and implement safeguarding and child protection procedures	✓	
Personal	Essential	Desirable
Good organisational skills	✓	
Ability to remain calm under pressure	✓	
To be flexible	✓	
Follow instructions accurately	✓	
Use own initiative and work independently	✓	
Ability to manage and support the work of others	✓	
Ability to manage own time effectively	✓	
Ability to adapt quickly and effectively to changing circumstances, situations	✓	
Demonstrate creativity and an ability to resolve problems independently	✓	
Awareness of and promotion of equality	✓	
Good understanding of Health & Safety	✓	
Good understanding and effective implementation of child protection procedures	✓	
Understand procedures and legislation relating to confidentiality	✓	
Demonstrate a clear commitment to develop and learn in the role	✓	
Constantly improve own practice/knowledge through self-evaluation and learning from others	✓	

Safeguarding Responsibilities

- Demonstrate a commitment to keeping children and young people safe
- Report any disclosure made to you to the appropriate person
- Report any safeguarding concerns in the workplace to the appropriate person
- Maintain an awareness of the Trust policies in relation to safeguarding

The Sigma Trust is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies in place which promote safeguarding and safer working practice across our schools.