



**TANY'S DELL CP SCHOOL**  
**LEARNING ASSISTANT PERSON SPECIFICATION**

**E = Essential**

**D = Desirable**

**\* = either/or**

<b>Experience</b>	<ul style="list-style-type: none"> <li>➤ Successful recent experience working with primary/early years children.(D)</li> <li>➤ Working effectively as part of a team.(D)</li> <li>➤ Experience of record keeping and assessment.(D)</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>➤ Good literacy and numeracy skills (E).</li> <li>➤ NVQ Level 3 in learning support/early years or equivalent qualification (D).</li> <li>➤ Good general standard of education (E).</li> <li>➤ Training in literacy and numeracy strategies (D).</li> <li>➤ Successful completion of training in particular/specialised learning/special needs area (*).</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>➤ Basic knowledge of first aid (D).</li> <li>➤ Knowledge of general aspects of child development (D).</li> <li>➤ Understanding of child protection policies and procedures (E).</li> <li>➤ Knowledge of relevant codes of practice and school policies (E).</li> <li>➤ Working knowledge of ICT to support learning (E).</li> <li>➤ Particular knowledge of specific curriculum area or key stage. (D)</li> </ul>
<b>Aptitudes</b>	<ul style="list-style-type: none"> <li>➤ Work effectively as part of a team and contribute to group thinking, planning etc.(E)</li> <li>➤ Effective time management.(E)</li> <li>➤ Build rapport with adults and children.(E)</li> <li>➤ Flexibility.(E)</li> <li>➤ Follow instructions accurately.(E)</li> <li>➤ Use own initiative and work independently.(E)</li> <li>➤ Excellent communication skills with adults and children, verbally and in writing.(D)</li> <li>➤ Motivate, inspire and have high expectations of pupils.(D)</li> <li>➤ Creative approach to problem solving.(D)</li> <li>➤ Ability to adapt quickly and effectively to changing circumstances/situations.(D)</li> <li>➤ Work calmly under pressure.(D)</li> <li>➤ Committed to personal and professional development.(E)</li> <li>➤ Ability to critically evaluate own performance.(E)</li> <li>➤ Awareness of, and commitment to, equality issues.(E)</li> <li>➤ Ability to record and assess pupil progress/performance etc.(D)</li> </ul>