

**Sir Charles Parsons School**  
**Person Specification – Learning Support Assistant (Special Needs) (N5)**

**Part A: Application Stage**

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

**Essential**

1	NVQ Level 3 for Teaching Assistants or equivalent qualification or experience
2	Level 2 basic Skills (Literacy and Numeracy) or equivalent competency
3	Experience of working with children or young people with significant learning difficulties or disabilities
4	Experience of supporting children or young people in a learning environment
5	A basic level of ICT skills

**Desirable**

6	Experience of working with children or young people whose behaviour may be challenging
7	Knowledge of augmentative communication systems, for example, makaton signing
8	Experience of meeting the intimate care needs of children and young people
9	Experience of supporting the therapy needs of children or young people, for example, hydrotherapy and rebound therapy needs
10	Knowledge or experience of safe moving and handling techniques in supporting students with a physical disability

**Part B: Assessment Stage**

Items (insert any relevant numbers e.g. 1, 3 and 8) of the application stage criteria and the criteria below will be further explored at the assessment stage:

**Essential**

1	Ability to work as part of a class team in supporting and progressing the learning and welfare needs of young people with special educational needs
2	Experience of using ICT skills to support young people in the classroom
3	Able to contribute effectively to the planning of teaching programmes
4	Able to work within and apply all relevant school policies and schemes of work
5	Committed to progressing further professional development
6	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> <li>▪ motivation to work with children and young people</li> <li>▪ ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>▪ emotional resilience in working with challenging behaviours</li> <li>▪ attitude to use of authority and maintaining discipline.</li> </ul>
7	Able to undertake observations and assessments of students with special educational needs.
8	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

**Desirable**

9	Experience of safe moving and handling techniques in supporting students with a physical disability
10	Experience of delivering intimate care programmes, including mealtime programmes

The following methods of assessment will be used:

Method		Method	
Interview	Yes	Presentation	No
Lesson Observation	Yes	Structured discussion with pupils	Yes
Informal discussion with staff	Yes	Use of ICT to prepare resources task	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 Criminal Records Bureau
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 and/or POCA List (residential establishments only) check
4	Medical clearance
5	Two references from current and previous employers (or education establishment if applicant not in employment)