

**Sandfield Park School**  
**Alder Centre for Education**

**PERSON SPECIFICATION**

**LEARNING SUPPORT ASSISTANT**

**NB: This position is Monday to Friday between 8:30am – 4:00pm during school term time (39 weeks)**

**Support for Pupils**

**ESSENTIAL**

Good communication skills  
Ability to relate well to children  
Sense of humour  
Patience  
Resilience  
Enthusiasm

**DESIRABLE**

Experience of working with children  
Experience of working with pupils who have Autistic Spectrum Disorder, ADHD, Sensory difficulties  
First Aid experience  
Basic knowledge of Health & Safety  
Ability to act as a role model.  
Understanding of mental health

**Support of the Teacher(s)**

**ESSENTIAL**

Good time management skills  
Good organisational skills  
Ability to work as part of a team  
Good administrative skills

**DESIRABLE**

Knowledge of classroom environment  
Understanding of classroom roles and responsibilities.

**Support for the School.**

**ESSENTIAL**

Ability to relate to parents/carers  
Flexibility  
Ability to communicate with agencies

**DESIRABLE**

Knowledge of confidentiality issues.

**Support for the Curriculum**

**ESSENTIAL**

Experience of working with secondary pupils

**DESIRABLE**

Knowledge of National Curriculum.  
ICT literacy.

**Qualifications & Experience**

**ESSENTIAL**

NVQ Level 3 for Teaching Assistants or equivalent qualification or directly relevant experience supporting young people.

**DESIRABLE**

Experience of working in a school  
DfES Induction Training for Teaching Assistants.