



### Person Specification

<b>JOB TITLE:</b>	<b>Support Assistant (Special Educational Needs)</b>
<b>DATE:</b>	<b>June 2023</b>
<b>STATUS:</b>	<b>Current</b>

CRITERIA	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
<b>Knowledge and qualifications</b>					
1. Hold Level 3 Support Assistant with SEND focus qualification or equivalent	E	✓			✓
2. Willingness to undertake appropriate training as required	E	✓			
3. Understanding of curricular needs of pupils with special educational needs.	E	✓			
4. Knowledge of the law on administration of medication	D	✓			
<b>Experience</b>					
5. Provide in-class support for pupils with learning difficulties	E	✓	✓	✓	
6. Provide individual/small group support across the appropriate age range	E	✓	✓	✓	
7. SEN experience	E	✓		✓	
8. Experience in mainstream settings	D	✓		✓	
9. Experience in care of physically disabled pupils	D	✓		✓	
<b>Skills and competencies</b>					

10. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	E	✓		✓	
11. Ability to integrate within the school	E	✓	✓	✓	
12. To be an effective team member	E	✓		✓	
13. Commitment to whole school approach	E	✓		✓	
14. Copes calmly in challenging situations	E			✓	
15. Able to keep detailed records	E	✓		✓	
16. Able to sensitively provide in-class support	E		✓	✓	
17. Can supervise individual and small groups	E		✓	✓	
18. Ability to work with teachers to provide support for pupils with a wide range of special needs.	D	✓		✓	
<b>Other</b>					
19. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E	✓			✓
20. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role	E	✓			✓
21. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible	E	✓			✓