



## PERSON SPECIFICATION

### JOB TITLE: Pastoral Support Assistant



Essential upon appointment	Desirable on appointment (if not attained, development may be provided for successful candidate)
<b>Knowledge</b> <ul style="list-style-type: none"> <li>An awareness of child/young person's development and learning</li> <li>An understanding that children/Young people have differing needs</li> </ul>	<ul style="list-style-type: none"> <li>Good understanding of child development and learning processes</li> <li>Knowledge of Behaviour management techniques</li> <li>Knowledge of Child Protection and Health &amp; Safety policies and procedures</li> <li>Knowledge of inclusive practice</li> </ul>
<b>Experience</b> <ul style="list-style-type: none"> <li>Experience appropriate to working with children in a learning environment</li> </ul>	
<b>Qualifications</b> <ul style="list-style-type: none"> <li>Relevant NVQ Level 2 qualification or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>Relevant NVQ level 3</li> <li>Appropriate first aid training (Dependent on the schools needs - insert as appropriate)</li> </ul>
<b>Occupational Skills</b> <ul style="list-style-type: none"> <li>Good written and verbal communication skills: able to communicate effectively and clearly and build relationships with a range of staff, children, young people, their families and carers</li> <li>Good reading, writing and numeracy Skills</li> <li>ICT skills</li> <li>Numeracy and literacy</li> </ul>	<ul style="list-style-type: none"> <li>Basic ICT Skills</li> </ul>
<b>Personal Qualities</b> <ul style="list-style-type: none"> <li>Demonstrable interpersonal skills.</li> <li>Ability to work successfully in a team.</li> <li>Confidentiality</li> <li>Flexibility</li> <li>Emotional resilience</li> <li>Motivation to work with young people.</li> </ul>	<ul style="list-style-type: none"> <li>Creativity</li> </ul>
<ul style="list-style-type: none"> <li>Other Requirements</li> <li>DBS clearance</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>