

# PERSONAL SPECIFICATION

FACTOR	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>SAFER RECRUITMENT</b>			
Committed to ensuring all children in our school are kept safe	✓		APPLICATION FORM INTERVIEW
Enhanced DBS check	✓		RECRUITMENT CHECKS
<b>EQUAL OPPORTUNITIES</b>			
Committed to ensuring that all members of our school community can achieve excellence	✓		APPLICATION FORM INTERVIEW
<b>QUALIFICATIONS AND EXPERIENCE</b>			
Experience of working in a school		✓	APPLICATION FORM INTERVIEW
Good written communication skills	✓		APPLICATION FORM
Good oral communication skills	✓		INTERVIEW
GCSEs (or equivalent) in English and Maths	✓		APPLICATION FORM
Good ICT skills (eg. Microsoft packages)		✓	APPLICATION FORM INTERVIEW
<b>SUPPORTING LEARNING</b>			
Ability to lead learning activities with groups of pupils	✓		APPLICATION FORM INTERVIEW
Ability to explain what pupils have learnt	✓		INTERVIEW
Contribute to SEN Support Plans		✓	APPLICATION FORM INTERVIEW
Knowledge of Early Years education		✓	APPLICATION FORM INTERVIEW
<b>BEHAVIOUR MANAGEMENT</b>			
Able to maintain a positive learning environment	✓		INTERVIEW
Knowledge of positive strategies to promote excellent learning behaviours		✓	INTERVIEW
<b>COMMUNICATION</b>			
Experience of attending staff/team meetings		✓	APPLICATION FORM
Strong communication with teachers	✓		APPLICATION FORM INTERVIEW
Understand the need to maintain appropriate confidentiality	✓		APPLICATION FORM INTERVIEW
<b>SUPPORTING PUPIL WELFARE</b>			
First Aid training		✓	APPLICATION FORM