



LODE HEATH SCHOOL

Proud members of Arden Multi Academy Trust



PERSON SPECIFICATION

Post Title	Student Support Assistant	Salary Grade	C
Location	Lode Heath School	Salary Range	8-14
Department	Student Support Team	Weeks	39 weeks (term time + INSET)
Responsible to	Student Support Leader Deputy Headteacher Headteacher	Hours	37 hours (full time)

	Essential Criteria	Desirable Criteria	Measured by
Qualifications	<ul style="list-style-type: none"> A minimum of 5 GCSE's (or equivalent) to include English & Maths at Grade C Good levels of competency in literacy & numeracy & ICT 	<ul style="list-style-type: none"> Evidence of Further Education such as A Levels First Aid qualification Other evidence of related training or interests 	Application/Qualifications
Experience	<ul style="list-style-type: none"> Experience of supporting individual/groups of children in a school setting 	<ul style="list-style-type: none"> Previous similar experience 	Application/References/Interview
Knowledge	<ul style="list-style-type: none"> Understanding of how a variety of factors can influence and effect behaviour 	<ul style="list-style-type: none"> Keeping Children Safe in Education Strategies to support children 	Application/References/Interview
Skills	<ul style="list-style-type: none"> Accurate and fluent written communication skills Ability to orally communicate effectively with a range of audiences Ability to engage and motivate pupils Effective time management skills Ability to deploy behaviour management strategies effectively Interpersonal skills to work through difficult situations Competent use of ICT packages i.e. Outlook, Word, Excel, PowerPoint 	<ul style="list-style-type: none"> Use of school software packages e.g. SIMS, CPOMs 	Application/References/Interview
Other Requirements	<ul style="list-style-type: none"> Ability to remain calm under pressure and influence behaviour of students positively Be enthusiastic and positive in the face of adversity and ensure personal integrity at all times Commitment to inclusion To undergo an enhanced DBS check Ability and willingness to contribute to the wider school 		DBS check/Interview

Person Specification reviewed by: L Suddon

Date: February 2024