



## COVER SUPERVISOR – PERSON SPECIFICATION

	Essential	Desirable	How Identified
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>5A*-C GCSEs including English and Mathematics</li> <li>Evidence of good numeracy/literacy skills</li> </ul>	<ul style="list-style-type: none"> <li>Level 3 and / or 4 qualifications</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> </ul>
<b>Relevant Experience</b>	<ul style="list-style-type: none"> <li>Ability to present information to a variety of audiences</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a secondary school</li> </ul>	<ul style="list-style-type: none"> <li>Application/supporting statement/ Interview</li> </ul>
<b>Specialist Knowledge</b>	<ul style="list-style-type: none"> <li>Ability to find solutions to problems</li> <li>ICT Literate</li> <li>Ability to use a range of strategies to build relationships with pupils so as to command their respect and deal with classroom behaviour as a whole and, also, individual behaviour needs in order to produce a constructive working environment in class</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge and understanding of the School's Policies for Behaviour Management, Health &amp; Safety, SEN and Equal Opportunities</li> <li>Evidence of appropriate knowledge of first aid</li> </ul>	<ul style="list-style-type: none"> <li>Supporting statement/Interview/ References</li> <li>Observation</li> </ul>
<b>Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>Ability to relate to teachers, other professionals, parents and students</li> <li>Ability to work constructively as part of a team and understand classroom roles and responsibilities and your own position with these.</li> <li>Ability to work on own initiative</li> <li>Ability to be firm and fair in dealing with young people</li> </ul>	<ul style="list-style-type: none"> <li>Ability to adapt to change and work under pressure</li> </ul>	<ul style="list-style-type: none"> <li>Supporting statement Interview/ References</li> <li>Observation</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>Ability to relate to and promote the ethos of the school</li> <li>Willingness to undertake training as required</li> <li>Excellent attendance and punctuality</li> <li>Smart personal appearance</li> <li>Flexible Attitude</li> <li>Team Player</li> <li>Positive</li> <li>Enthusiastic</li> <li>Calm</li> <li>Good record of health/attendance</li> <li>Satisfactory safeguarding checks</li> </ul>	<ul style="list-style-type: none"> <li>Sense of humour</li> <li>Optimistic attitude</li> </ul>	<ul style="list-style-type: none"> <li>Supporting statement/Interview</li> <li>Observation</li> <li>References/interview/satisfactory completion of our safeguarding procedures, including a DBS check</li> </ul>