

PERSON SPECIFICATION
Learning Support Assistant (LSA)

	Essential Requirement	Desirable Requirement	Method of Assessment
Qualifications	O'level/GCSE education including Maths and English Commitment to attaining NVQ Level 3 if not already achieved	NVQ Level 3 related to supporting Teaching & Learning in Schools.	Application form Check certificates
Experience		Previous work in a school environment. Previous experience of working with children with additional needs.	Application form Explore at interview References
Competencies	Ability to relate well to 11-16 year olds and to understand their difficulties. Computer literate Effective oral and written communication	Previous experience of working on own initiative and in a team	Application form Explore at interview References
Personal Qualities	Supportive of Catholic ethos of the school Tact, discretion and ability to work confidentially Excellent communication skills Reliable Adaptable and flexible Team player Organised Excellent time-keeping Friendly manner Able to work on own initiative	An understanding of safe-guarding	Application form Explore at interview References
Motivations and Expectations	Self motivated Keen to learn Keen to take part in training as required		Application form Explore at interview References
Overall Presentation	Acceptance of staff dress code Enthusiasm Confidence		Application form Explore at interview References