

**PERSON SPECIFICATION**  
**Learning Support Assistant (LSA)**

	<b>Essential Requirement</b>	<b>Desirable Requirement</b>	<b>Method of Assessment</b>
<b>Qualifications</b>	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
<b>Experience</b>	Previous work in a school environment.	Previous experience of working with children with additional needs.	Application form Explore at interview References
<b>Competencies</b>	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
<b>Personal Qualities</b>	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
<b>Motivations and Expectations</b>	Self motivated  Keen to learn  Keen to take part in training as required		Application form Explore at interview References
<b>Overall Presentation</b>	Acceptance of staff dress code  Agreeable appearance and manner  Enthusiasm  Confidence		Application form Explore at interview References