SWISS GARDENS PRIMARY SCHOOL

Swiss Gardens
Shoreham-by-Sea
West Sussex BN43 5WH

Tel: (01273) 453176

Email: office@sgprimary.co.uk
www.swissgardens.w-sussex.sch.uk

Headteacher: Ms Naomi Doble

Person specification

CRITERIA	QUALITIES
Qualifications and experience	• Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held GCSEs at grades 9 to 4 (A* to C) including English and maths • Experience of working with children, minimum 2 years • Experience of planning and leading teaching and learning activities (under supervision)
Skills and knowledge	• Good literacy and numeracy skills • Ability to build effective working relationships with pupils and adults • Skills and expertise in understanding the needs of all pupils • Knowledge of how to help adapt and deliver support to meet individual needs • Subject and curriculum knowledge relevant to the role and ability to apply this effectively in supporting teachers and pupils • Excellent verbal communication skills • Active listening skills • The ability to remain calm in stressful situations • Knowledge of guidance and requirements around safeguarding children • Good ICT skills, particularly using ICT to support learning • Understanding of roles and responsibilities within the classroom and whole schools context • Understanding of effective teaching methods • Knowledge of how to successfully lead learning activities for a group or class of children • Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support • Knowledge of how to support learners in accessing the curriculum in accordance with SEND code of practice
Personal qualities	• Enjoyment of working with children • Sensitivity and understanding, to help build good relationships with pupils • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • Commitment to maintaining confidentiality at all times • Commitment to safeguarding pupil's wellbeing and equality