

Highams Park School – Personal Specification

Learning Support Assistant Post

Qualifications and Experience
1. Right to work in the UK
2. Experience of working in a secondary school or with secondary age students
3. Experience and knowledge of safeguarding young people
Skills and Attributes in Supporting Young People
4. Ability to build positive relationships with students from a range of backgrounds
5. Understanding of the pressures faced by young people and how these may impact on their lives both in and outside of school
6. Ability to see the positive aspects of young people's personalities and to use these to help build self-esteem and resilience
7. Appreciation of the importance of collaboration, both within and outside of school, in resolving difficulties experienced by young people
8. High expectations of young people's conduct and behaviour, including the way in which they interact with their peers and with adults
9. Ability to challenge young people appropriately when they do not meet the standards expected of them concerning their behaviour, or when interacting with peers or with adults
Professional Skills and Attributes
10. Ability to organise and prioritise workload and work on own initiative
11. Ability to work constructively as part of a team, understanding School roles and responsibilities and the post holder's position within these
12. Ability to communicate well in writing and face-to-face to all stakeholders
13. Administrative and organisational skills
14. Ability to identify own training and development needs and to take responsibility for addressing these
Personal Qualities
15. Respect for all members of the school community
16. Responsibility and attention to detail
17. Resilience in the face of challenge
18. A strong, flexible and proactive work ethic
19. Honesty and trustworthiness
20. A sense of humour and a sense of fun
Commitment to
21. Safeguarding and promoting the welfare of young people
22. Equal opportunities for all in a comprehensive environment
23. Extra-curricular activities to enhance the student experience