



Person Specification

Specification	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• GCSE or higher English and Maths	
Safeguarding	<ul style="list-style-type: none">• Commitment to the safeguarding and well-being of all students and the ability to follow all school policy and procedures	
Knowledge, and Experience	<ul style="list-style-type: none">• Experience of working with secondary aged students• A strong knowledge of classroom management	<ul style="list-style-type: none">• Understanding of the principles of teaching and learning
Skills/Abilities	<ul style="list-style-type: none">• Ability to demonstrate developed interpersonal and communication skills• Ability to establish positive relationships with pupils, including those with special educational needs• Excellent administrative skills and proven attention to detail and accuracy• Ability to inspire and motivate students	<ul style="list-style-type: none">• A good working knowledge of Microsoft Office• A good working knowledge of SIMS
Personal Qualities	<ul style="list-style-type: none">• Good communication skills• Calm, patient and an appreciation of a sense of humour• Team player• Flexible attitude• Proactive• Motivated• Well organized• Ability to work within school policy (with particular regard to Safeguarding)	