

PERSON SPECIFICATION
Achievement Assistant

	Essential Requirements	Desirable
Qualifications	The Achievement Assistant should have: <ul style="list-style-type: none"> GCSE English & Maths (Grade A-C) or equivalent 	
Experience	The Achievement Assistant should have: <ul style="list-style-type: none"> Experience of working (paid/voluntary) with children (KS2/KS3) in a school setting 	
Knowledge & understanding	The Achievement Assistant should have knowledge & understanding of: <ul style="list-style-type: none"> The needs of young children Child development and the ways in which children learn The roles played by various adults in a child's education Equal opportunities Safeguarding 	In addition, the Achievement Assistant might also have knowledge & understanding of: <ul style="list-style-type: none"> The ways that special educational needs and disabilities can impact students' learning Behaviour management strategies
Skills	The Achievement Assistant will be able to: <ul style="list-style-type: none"> Help professional staff to achieve their objectives Assist children in an individual basis, in a small group and whole class work Explain tasks simply and clearly and foster independence Supervise children and adhere to defined behaviour management policies Accept and respond to authority and supervision Liaise and communicate effectively with others Demonstrate good organisational skills Reflect on and develop professional practice Monitor, record and make basic assessments about individual progress 	In addition, the Achievement Assistant might also be able to: <ul style="list-style-type: none"> Support students in small groups outside of the classroom