

PERSON SPECIFICATION
Achievement Assistant

	Essential Requirements	Desirable
Qualifications	<p>The Achievement Assistant should have:</p> <ul style="list-style-type: none"> • GCSE English & Maths (Grade A-C) or equivalent • Minimum 3 years school based experience and evidence of relevant study 	<p>In addition, the Achievement Assistant might have experience of:</p> <ul style="list-style-type: none"> • A relevant qualification in Childcare and/or Education
Experience	<p>The Achievement Assistant should have:</p> <ul style="list-style-type: none"> • Experience of working with young children (KS2/KS3) in a school setting 	<p>In addition, the Achievement Assistant might have experience:</p> <ul style="list-style-type: none"> • Leading intervention(s) for small groups of students outside the classroom around literacy (preferably phonics) and numeracy
Knowledge & understanding	<p>The Achievement Assistant should have some knowledge & understanding of:</p> <ul style="list-style-type: none"> • The needs of young children • Child development and the ways in which children learn • The ways that special educational needs and disabilities can impact students' learning • The roles played by various adults in a child's education • Behaviour management strategies • Equal opportunities • Safeguarding 	<p>In addition, the Achievement Assistant might have experience:</p> <ul style="list-style-type: none"> • Phonics
Skills	<p>The Achievement Assistant will:</p> <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 assessments about individual progress 	<p>In addition, the Achievement Assistant might also be able to:</p> <ul style="list-style-type: none"> • Demonstrate specialist skills in support students with specific special educational needs • Identify gaps in their own experience that they need help in filling