

COVER SUPERVISOR PERSON SPECIFICATION

	<i>Essential</i>	<i>Desirable</i>	<i>Method of Assessment</i>
KNOWLEDGE AND EXPERIENCE	<p>An awareness of Local & National Educational developments, legislation and procedures.</p> <p>Excellent classroom supervision and student behaviour management skills and techniques.</p> <p>An understanding of school teaching policies and procedures.</p> <p>An ability to understand and interpret teacher lesson plans and requirements set for work.</p> <p>An understanding of the requirements of health & safety and child protection legislation</p>	<p>Understanding of the role combined with the input of other services/agencies and external professionals.</p> <p>An understanding of school procedures which impact on student supervision and behaviour management.</p> <p>Knowledge of differentiated learning, medical conditions, individual education/behaviour plans, statemented and SEN student reports.</p> <p>An awareness of requirements across a variety of subject areas and educational key stage levels.</p> <p>Good all round general subject knowledge</p>	Interview Reference
QUALIFICATIONS	<p>Educated to A level standard, NNEB, NVQ level 3 or equivalent.</p> <p>5 GCSE's or equivalent including English & Mathematics.</p> <p>Good written communication</p>	Specific qualifications and experience related to working with students and their development	Interview Reference Application (Proof of certification)
SKILLS	<p>Confidence when dealing with colleagues & students.</p> <p>Able to use own initiative</p> <p>Adherence to confidentiality</p> <p>Excellent communication skills, compassionate, supportive and good listening skills.</p> <p>Ability to maintain discipline and a purposeful environment in the Classroom.</p> <p>Ability to deal with conflict situations.</p>	<p>Ability to keep matters in perspective.</p> <p>Ability to offer constructive ideas to support students.</p> <p>An understanding of individual pupil requirements</p> <p>An ability to see the bigger picture</p>	Interview Reference Application

IMPORTANT

THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

	<p>Work independently as well as part of a team.</p> <p>Organisational abilities of a high order</p>		
ATTITUDE VALUES AND PERSONAL QUALITIES	<p>A sense of humour</p> <p>Able to work in a flexible manner and well organised to manage, at times, unpredictable and variable workloads.</p>	<p>Cheerfulness</p> <p>Resilience</p>	<p>Interview</p> <p>Reference</p> <p>Application</p>

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