THORNHILL COLLEGE
PERSONNEL SPECIFICATION

CLASSROOM ASSISTANT (Special Educational Needs) (Term-time/32.5hpw) (Fixed term until 30th June 2027 – with possible extension)

The criteria in the Person Specification under Qualifications/Attainments and Experience/Knowledge constitute the shortlisting criteria. The remaining criteria under Skills and Personal Qualities will be assessed at interview.

Shortlisting Statement
The Board of Governors reserves the right to enhance the criteria for shortlisting purposes should this be necessary to facilitate the selection process. Evidence may be drawn from the application form and any other part of the selection process.

FACTORS	ESSENTIAL	DESIRABLE	IDENTIFIED
Qualifications and Training	It is essential that applicants have: (i) NVQ Level 2 in Childcare, Learning Support, Health & Social Care or equivalent qualification **and/or** 12 months paid experience (ii) minimum of 5 GCSEs at Grade C or above, including Mathematics and English Language.	It is desirable that applicants have: (i) NVQ Level 3 in Children's Care Learning and Development, or equivalent qualification (ii) evidence of relevant training courses attended in special educational needs; (iii) have a first aid certificate; (iv) are competent in computer skills.	Application form. Interview. Reference.
Relevant Experience / Knowledge	Experience of working with Special Educational Needs;	A minimum of 6 months' paid experience within the last 2 years of working in a school setting with children with Special Educational Needs. Experience of working with SEBD pupils (social, emotional and behavioural difficulties). Knowledge of the Northern Ireland Curriculum.	Application form. Interview. Reference.
Skills	Good communication skills, including written and oral. Good interpersonal skills. Listening skills.		Application form. Interview.
Personal Qualities	Reliable, patient, sympathetic and able to show empathy; and Ability to respect confidentiality.		Interview. Application form.

The Board of Governors Reserve the Right to Enhance the Criteria outlined above.