

## PERSON SPECIFICATION FOR THE POST OF SEN HLTA

Education and training	Essential	Desirable
	<p>Demonstrable levels of numeracy &amp; literacy equivalent to GCSE (A-C) or NVQ Level 2</p> <p>Equivalent qualification or experience to HLTA qualifications.</p> <p>Experience of delivering SEN interventions</p>	<p>Training in relevant learning strategies e.g. literacy.</p>
Experience	<p>Experience of working with children with SEN in secondary schools or experience that demonstrates the applicant will immediately be able to carry out the role to a high standard.</p>	<p>Experience of working in secondary schools with children with ASD or SLCN</p> <p>Previous experience of managing a team of TAs</p>
Skills	<p>Ability to input information into a schools management information system.</p> <p>Ability to be able to use Power Point, Excel and Word to prepare timetables and short reports.</p> <p>Ability to communicate well with teachers and be able to see things from their perspective.</p>	<p>First Aid qualification</p>
Personal qualities	<p>Flexible</p> <p>Willing to work as part of a team and not be over rigid in respect of the role.</p> <p>A degree of resilience in the face of things going wrong- as they will.</p> <p>A willingness to work within the parameters and expectations set by the school.</p> <p>A belief that the school experience of children with SEN should be as close as possible to the experience of all children and to work to that end.</p>	