



ST PETER'S SCHOOL HUNTINGDON
PERSONAL ASSISTANT PHYSICAL AND SENSORY NEEDS – PERSON SPECIFICATION

This school is committed to safeguarding and promoting
the welfare of children and young people and expects all staff to share this commitment

Criteria	Essential	Important	Desirable	Measured
QUALIFICATIONS				
Good level of qualification eg GCSEs (or equivalent) including English, Mathematics and Science	✓			Application & shortlisting process/Certificate
EXPERIENCE AND SKILLS				
Good IT skills with a working knowledge of Excel, Word, PowerPoint and email	✓			Application & shortlisting process /Work based test
The ability to communicate effectively with a wide range of people	✓			Application & shortlisting process/Interview
Good observation and listening skills	✓			Application & shortlisting process/Interview
Previous experience of working in a school		✓		Application & shortlisting process/Interview
Previous experience of working with young people or those with disabilities	✓			Application & shortlisting process/Interview
INTERPERSONAL SKILLS				
Commitment to promoting and safeguarding the welfare of all staff and students	✓			Application & shortlisting process/Interview
To maintain confidentiality at all times	✓			Application & shortlisting process/Interview
Willingness to work as part of a team	✓			Application & shortlisting process/Interview
Flexible attitude	✓			Application & shortlisting process/Interview
Willingness to undertake in-service training	✓			Application & shortlisting process/Interview