



PERSON SPECIFICATION

Post Title Curriculum Tutor

Band 5 9-14

Note to Applicants

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

- **The *Essential* Criteria** are for the qualifications, experience, skills, or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.
- **The *Desirable* Criteria** are used to help decide between candidates who meet **ALL** the Essential Criteria.
- **The *How Identified* column** shows how the Academy will obtain the necessary information about you.
- **If the How Identified column says the Application Form** next to an Essential Criteria or a Desirable Criteria, you **MUST** include in your application enough information to show **how** you meet this criteria. You should include examples from your paid or voluntary work.

ATTRIBUTES	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
<p>QUALIFICATIONS AND EXPERIENCE</p>	<ul style="list-style-type: none"> • Some experience of working with children in an educational setting (within specified age range/subject area) or experience of tutoring • A Degree in the relevant curriculum area • A levels or L3 equivalent • 5 or more GCSE or Level 2 qualification with English and Maths at Grade C GCSE or above 	<p>Application Form/ Checking of Certificates</p>	<ul style="list-style-type: none"> • Training in special educational needs strategies. • Willingness to undertake appointed person certificate in first aid administration. • Relevant Level 3 qualification in Teaching Assistance. 	



- | | | | | |
|--|---|--|--|--|
| | <ul style="list-style-type: none">• Specialist subject knowledge curriculum/resources (e.g. History/Geography degree if deployed in Humanities) if required by the school. | | | |
|--|---|--|--|--|



<p>SKILLS AND KNOWLEDGE</p>	<ul style="list-style-type: none"> • Ability to work effectively within a team environment, understanding classroom roles and responsibilities. • Ability to work using initiative and good judgment so minimal direction is required to affect the tutoring role • Ability to build and maintain effective working relationships with all pupils and colleagues. • Ability to promote a positive ethos and role model positive attributes. • Ability to work with children at all levels regardless of specific individual needs and learning styles. • Ability to adapt own approach in accordance with pupil needs. • Excellent personal numeracy and literacy skills. • Ability to assimilate feedback and act on it 	<p>Application Form/Interview</p>		<p>Application Form/Interview</p>
------------------------------------	--	--	--	-----------------------------------



- | | | | | |
|--|--|--|--|--|
| | <ul style="list-style-type: none">• Understanding and working knowledge of principles of child development, learning styles and Independent learning.• Understanding and working knowledge of national curriculum and other learning programmes (within specified age range/subject area) e.g. knowledge of core subjects areas etc.• Understanding of inclusion, especially within a school setting.• Experience in resource preparation to support learning programmes.• Effective use of ICT to support learning.• Ability to use digital technology | | | |
|--|--|--|--|--|



	<p>Must be able to demonstrate the following: -</p> <ul style="list-style-type: none">• High expectations of all pupils: respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements.• Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners.• Demonstrate and promote the positive value, attributes, attitudes and behaviour they expect from the pupils with whom they work.• Ability to work collaboratively with colleagues and carry out the role effectively, knowing when to seek help and advice.• Able to liaise sensitively and			
--	---	--	--	--



effectively with parents and carers,
recognising role in pupils' learning.

- Able to improve own practice through observations, evaluation and discussion with colleagues.



SPECIAL WORKING CONDITIONS	<ul style="list-style-type: none">• Ability to attend occasional meetings out of school hours. When required• Assisting pupils in line with moving and handling guidelines when toileting/feeding/transferring pupils.• Providing hygiene care to pupils.<ul style="list-style-type: none">○ Lifting and carrying equipment as required.	Application Form/Interview		