**Support Staff Specification**

The following outlines our expectations of the characteristics we look for in all appointments we make.

In line with the DFES guidance on safer recruitment and selection in education settings, the candidate appointed will demonstrate:

* Motivation to work with children and young people
* Ability to form and maintain appropriate relationships and personal boundaries with children and young people
* Emotional resilience in working with challenging behaviours with appropriate use of authority and the maintenance of discipline

In addition the person will demonstrate:

* Evidence of ownership of own continuing professional development and commitment to further training including in new technologies
* Proven working knowledge of ICT to include word processing and date entry
* Proven ability to work as part of a successful team
* Proven ability to prioritise under pressure
* Proven good punctuality and attendance record
* Proven good organisational skills