

Person Specification – Cover Supervisor

Qualifications	
GCSE Maths and English, minimum grade C, or equivalent	Essential
Evidence of recent professional development	Essential
First aid qualification / training	Desirable
Experience	
Relevant, recent experience in an 11-16 school in a similar position	Desirable
Evidence of successful impact on pupil progress and classroom behaviour	Desirable
Experience of managing whole classes effectively, in a mixed ability setting, across the curriculum	Desirable
Evidence of experience of working with pupils with a variety of behavioural & educational needs including pupils with SEBD SEN and having successful outcomes	Desirable
Experience of working successfully as part of a team	Essential
Experience of SIMS, or similar Management Information System	Desirable
Evidence of CPD in a relevant area	Desirable
Skills, Knowledge and Understanding	
A good knowledge of strategies and techniques in behaviour management and the ability to effectively communicate with pupils in a professional, confidential and compassionate way	Essential
An understanding and belief in the power of inclusive education	Essential
An understanding of quality first teaching, responsive teaching, planning and assessment for learning	Desirable
A good knowledge and an awareness of developments in the National Curriculum and other statutory requirements at KS3 and KS4	Desirable
An awareness of the range of strategies to address the differing needs which exist in the mixed ability classroom	Desirable
Ability to communicate effectively and appropriately with both staff and pupils, and to be able to prepare reports, profiles and maintain clear and comprehensive records	Essential
An basic command of data and how to use it effectively to narrow the gap	Desirable
A familiarity with IT and with its educational uses as well as an ability to use it effectively to fulfil data input requirements	Essential
A commitment to raising achievement and experience of devising and implementing successful strategies in order to do this	Desirable
Personal Qualities	
Ability to relate well to people at all levels	Essential
Ability to inspire, challenge, influence and motivate others	Essential
An absolute commitment to the belief that every child deserves the very best education	Essential
A passion for the values of community education	Essential
An ability to maintain professional integrity even when under pressure	Essential
Flexibility and resilience	Essential
An ability and desire to work in a high challenge and low threat way to ensure improvement in all areas	Essential
High organisational skills including the ability to prioritise and manage time effectively	Essential
Capacity and enthusiasm for hard work and challenge	Essential
Able to work as part of a team whilst also being self-motivated	Essential
Emotional intelligence	Essential
Capacity to reflect on practice	Essential
An understanding of the strategies for ensuring inclusion, diversity and access	Essential
Reliability, honesty and trustworthiness, demonstrating the highest professional standards	Essential
Ability to work in a solution focussed way	Essential
Ability and confidence to communicate effectively both verbally and in writing	Essential
A commitment to on-going personal development and willingness to undertake appropriate training	Essential

Appointment to the post is subject to a satisfactory enhanced DBS check.

This post is exempt from section 4(2) of the Rehabilitation of Offenders Act (1974) as the duties give you access to persons who are under the age of 18. Applicants are not entitled to withhold information about convictions, which would be regarded as spent for other purposes.