



## PERSON SPECIFICATION Cover Supervisor

*We are committed to safeguarding and promoting the welfare of our student and expect all staff and volunteers to share this commitment*

When applying for this post please identify how your experience to date has prepared you to undertake the responsibilities outlined.

Professional Knowledge, Experience and Abilities	Attributes		Where Identified		
	E	D	Application	Interview	Reference
Commitment to delivering high quality support and service to our school	✓		✓	✓	✓
Understanding of the central role of a cover supervisor within a school setting	✓		✓	✓	
Experience of working with young people		✓	✓	✓	
High level ability to use ICT to enrich support learning	✓		✓		✓
Interest in collaborative working	✓			✓	
Interest in developing creative approaches to learning	✓			✓	
Commitment to continuous professional development	✓		✓		
Commitment to inclusion and equality	✓		✓		
Commitment to Safeguarding children	✓		✓	✓	✓
Commitment to promoting the Catholic faith	✓		✓	✓	
<b>Training and Qualifications</b>					
Evidence of relevant continuing and active CPD		✓	✓		
GCSE English and Maths at Grade 4 or above (Grade C)	✓		✓	✓	
Commitment to your own CPD needs and development	✓		✓	✓	

<b>Personal Skills and Attributes</b>					
Outstanding communicator	✓		✓	✓	✓
Enthusiasm	✓			✓	✓
Calm, consistent and predictable	✓			✓	
Ability to work with young people in a leadership role	✓			✓	
Commitment to raising standards	✓		✓	✓	
Ability to work as part of a team	✓		✓		✓
Effective time management and organisational skills	✓		✓		✓
Excellent inter-personal skills	✓			✓	✓
Supportive of the values and vision of the school	✓		✓	✓	✓
Potential to think creatively	✓		✓	✓	
Access, analyse and interpret information	✓		✓	✓	
Accept support from others including colleagues from within the school, governors and the LA		✓		✓	
Prioritise, plan and organise themselves	✓		✓		✓
Commitment to contributing to the wider aspects of school life including-extra-curricular activities	✓		✓	✓	
<b>Strengthening the Community</b>					
Build and maintain effective relationships with staff, students, parents, carers, partners and the community, that enhance the education of all students	✓		✓	✓	✓