

**PERSON SPECIFICATION
PERSONAL TUTOR**

	ATTRIBUTES	ESSENTIAL	DESIRABLE	ASSESSED BY:
1	<p><u>Qualifications:</u></p> <ul style="list-style-type: none"> • Qualified teacher status <p>or</p> <ul style="list-style-type: none"> • An overseas qualified teacher eligible to teach in schools in England <p>or</p> <ul style="list-style-type: none"> • NQTs in the summer before they become QTS <p>or</p> <ul style="list-style-type: none"> • Those with teaching and subject specific qualifications from the HE or FE sectors 	✓		A
2	<p><u>Experience:</u></p> <ul style="list-style-type: none"> • Recent experience of delivering the national curriculum using the renewed primary framework and/or secondary framework <p>or</p> <ul style="list-style-type: none"> • Be willing to familiarise themselves with the National Strategy Framework objectives and pupil tracking documentation 	✓		A I
3	<ul style="list-style-type: none"> • Recent experience of teaching English and/or mathematics in Key Stage 2,3 or 4 	✓		A I
4	<ul style="list-style-type: none"> • Recent experience of supporting pupils whose progress is behind expectation 	✓		A I
5	<ul style="list-style-type: none"> • Demonstrate a track record of effective teaching, in particular with individual pupils 		✓	A I
6	<p><u>Knowledge:</u></p> <ul style="list-style-type: none"> • Specific subject knowledge in English and/or mathematics at Key Stages 2,3 or 4 	✓		I
7	<p><u>Skills/Attributes:</u></p> <ul style="list-style-type: none"> • Commitment to the principles of One to One Tuition 		✓	AI
8	<ul style="list-style-type: none"> • The capacity to plan a tailored programme of tuition and communicate with parents/carers/teachers how the focus supports ongoing class work 	✓		I
9	<ul style="list-style-type: none"> • Self motivating, resourceful and resilient 	✓		I
10	<ul style="list-style-type: none"> • Able to develop effective partnerships 			I

11	(pupils, parents/carers/teachers)	✓		I
12	• Sensitive to the needs of vulnerable pupils	✓		I
13	• Able to work independently	✓		I
	• Willing to work inside/outside normal working hours	✓		I
14	<u>General Circumstances:</u> • A flexible approach to working, including out of hours, and an ability and willingness to travel to various locations	✓		A I
15	• An understanding of, and commitment to, Equal Opportunities, and the ability to apply this to day to day situations	✓		A I
16	<u>Factors not already covered:</u> • Must be able to perform all duties and tasks with reasonable adjustments, where appropriate, in accordance with the provisions of the Disability Discrimination Act 1995			Med questionnaire

A = Application Form

L = Letter

I = Interview

R = Reference