

## PERSON SPECIFICATION

**Post Title: Midday Supervisory Assistant**

ATTRIBUTES/REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>EDUCATION, QUALIFICATIONS AND VOCATIONAL TRAINING</b>	Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	First Aid Certificate Safeguarding Prevent	Application Form Examination of Certificates Interview
<b>RELEVANT EXPERIENCE</b>	Caring for children/young people.	Engaging in children's activities in a formal setting. Previous lunchtime/break time supervisory experience. Current school environment.	Application Form Interview References
<b>KNOWLEDGE AND SKILLS</b>	Good oral communication Organisational skills	Education service Safeguarding Procedures First Aid Health and Safety Procedures	Application Form Interview References
<b>PERSONAL CHARACTERISTICS</b>	Ability to relate well to children and adults. A pleasant and sympathetic manner. Ability to work as part of a team. Inclusive nature. Ability to act as a good role model.	Flexible approach. Patient. Caring. Understanding. Kind. Alert.	Interview References
<b>PHYSICAL ATTRIBUTES</b>	Ability to play active games with children of all ages.		Medical Questionnaire Medical examination if required
<b>ADDITIONAL FACTORS</b>			Interview
<b>CONTRA-INDICATORS</b>	<b>An unsatisfactory record check being undertaken by the Criminal Records Bureau. Two reference received prior to interview in line with the Safer Recruitment Guidance.</b>		