

PERSON SPECIFICATION

JOB TITLE: Midday Supervisory Assistant

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications & Training: <ul style="list-style-type: none"> • English skills sufficient to read and comprehend school memos, policies, procedures & complete accident forms etc • Basic first aid or any other health & safety training 	X	X
Experience: <ul style="list-style-type: none"> • Work experience or practical knowledge of nature & needs of young children between ages of 4 -11 	X	
Skills & Knowledge <ul style="list-style-type: none"> • Awareness of appropriate, professional behaviour in respect to working with children • Knowledge of how to keep children safe & secure • Good communication skills with both adults & children • Thorough understanding of the need for confidentiality in school matters relating to children 	X X X X	
Personal Qualities <ul style="list-style-type: none"> • A team player who is willing to follow instructions but also be flexible when the need arises • The ability to put the safety, welfare & needs of children first in all we do • A common sense approach in order to be able to make an assessment of a situation & how to respond, acting within school policies & procedures according to training given 	X X X	
Other Requirements <ul style="list-style-type: none"> • Motivation to work with children & young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours; and, attitudes to use authority and maintaining discipline 	X X X	
Equal opportunities To assist in ensuring that equalities policies are considered within the school's working practices in terms of both employment and service delivery	X	