

Date: September 2016

PERSON SPECIFICATION

Job Title:	Lunchtime Supervisor
Job Reference:	SCH005
School:	Bishop Aldhelm's CE Primary School

ATTRIBUTES	CRITERIA	METHOD OF ASSESSMENT
Experience	<ul style="list-style-type: none"> Some experience of working with children desirable but not essential 	Application form Interview References
Qualifications & Training	<ul style="list-style-type: none"> Food Hygiene certificate / NVQ level 2 or equivalent (for food preparation duties) 	Application form Certificates Interview
Aptitudes & Abilities	<ul style="list-style-type: none"> Ability to establish positive expectations of children's behaviour and demonstrate a sensitivity to children's personal needs Good interpersonal skills Ability to engage children in creative and innovative play (for play area supervision) Ability to work under own initiative Ability to manage some challenging behaviour from children Sensitivity plus the ability to handle confidential information with discretion and in line with Data Protection requirements. 	Application form Interview References
Knowledge	<ul style="list-style-type: none"> Knowledge of basic First Aid an advantage Knowledge of school's behaviour and management policy and procedures (training provided in school) Knowledge of school's fire and emergency procedures (training provided in school) Knowledge of Child Safeguarding procedures (training provided in school) 	Application form Interview References Certificates
Attitude / Motivation	<ul style="list-style-type: none"> Self motivated Team player Flexible, adaptable approach to achieving job requirements Willingness to attend school-based training 	Application form Interview References
Other Factors	<ul style="list-style-type: none"> Commitment to Equal Opportunities Enhanced DBS check 	Application form Interview References DBS process