



**PERSON SPECIFICATION**

Job Title:	<b>Breakfast &amp; After School Club Assistant</b>
Job Reference:	<b>SCH018</b>
School:	<b>Bishop Aldhelm's CE Primary School</b>

<b>ATTRIBUTES</b>	<b>CRITERIA</b>	<b>METHOD OF ASSESSMENT</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Previous experience of working with children</li> </ul>	Application form Interview References
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• 5 GCSE's with a minimum grade C or above in English and Mathematics, or equivalent qualifications or relevant experience</li> <li>• Basic hygiene certificate</li> <li>• Willingness to attend school based training</li> </ul>	Application form Certificates Interview
<b>Aptitudes &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to establish positive expectations of pupils' behaviour and a sensitivity to pupils' personal needs</li> <li>• Good interpersonal skills</li> <li>• Ability to work to deadlines</li> <li>• Good organisational skills</li> <li>• Ability to manage some challenging behaviour from pupils</li> <li>• Ability to handle confidential information with discretion</li> </ul>	Application form Interview References
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Health &amp; Hygiene regulations</li> <li>• Knowledge of school's behaviour and management policy and procedures</li> <li>• Knowledge of school's fire and emergency procedures</li> <li>• Knowledge of Child Safeguarding procedures</li> </ul>	Application form Interview References
<b>Attitude / Motivation</b>	<ul style="list-style-type: none"> <li>• Self motivated</li> <li>• Team player</li> </ul>	Application form Interview References
<b>Other Factors</b>	<ul style="list-style-type: none"> <li>• A flexible and adaptable approach</li> <li>• Commitment to Equal Opportunities</li> <li>• Enhanced DBS check</li> </ul>	Application form Interview References DBS process