



All Saints C. of E. Primary School and Nursery

Person Specification: Midday Supervisory Assistant

	Essential	Desirable
Qualifications and Experience	<ul style="list-style-type: none"> • No formal qualifications are required but the post holder must be literate and be able to communicate well on all levels • An awareness of how to deal with children of all ages 	<ul style="list-style-type: none"> • Recent experience of working with 3-11 year old children
Knowledge	<ul style="list-style-type: none"> • Have an awareness of child protection issues • Knowledge of the particular Health & Safety issues relevant to the role of a Midday Supervisor 	
Skills	<ul style="list-style-type: none"> • Ability to work under the instruction of a supervisor and/or Head Teacher • Ability to be a good 'team worker', including working co-operatively with other staff • Ability to maintain a quiet atmosphere while collecting children and supervising them eat lunch • Ability to set boundaries for children and manage their behaviour appropriately and sensitively, following the school's behaviour policy 	<ul style="list-style-type: none"> • Training on First Aid programmes
Personal characteristics	<ul style="list-style-type: none"> • Warmth and sensitivity • Punctual, courteous, encouraging and vigilant • Patience • Treating others with respect and leading by example 	