

Midday Assistant

PERSONAL SPECIFICATION

**Post:** Midday Supervisor **Point :**  Scale 1 **Point 2-3**

**Responsible to:** Senior Midday Assistant

**Responsible for:** Nil staff. Safety of pupils at lunch break **Hours worked: 8.75** hours 5 days a week

**Essential/Desirable/Test/ S = short listing criteria**

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| *JOB REQUIREMENTS* | Essential | **Desirable** |
|  |  |  |
| Qualifications and Experience |  |  |
| Current First Aid Certificate |  | ✓ |
| Experience of working with children | ✓ |  |
| Experience of working as part of a team to achieve objectives |  | ✓ |
|  |  |  |
| Education and Training |  |  |
| Ability to communicate effectively in English | ✓ |  |
| **Ability to speak a community language other than English** |  | ✓ |
|  |  |  |
| Skills, knowledge and abilities |  |  |
| Ability to have positive interactions with adults and children of all ages | ✓ |  |
| Ability to work with children from a wide range of social and cultural backgrounds | ✓ |  |
| Ability to help children resolve conflicts constructively | ✓ |  |
| Ability to deal in a calm and confident manner with behavioural issues | ✓ |  |
| Ability to deal effectively with minor accidents and injuries | ✓ |  |
| Able to maintain confidentiality at all times about school issues, within school and in the wider community | ✓ |  |
| Knowledge and understanding of Health & Safety standards within a school setting, particularly security |  | ✓ |
|  |  |  |
| **Other Job Specific Requirements** |  |  |
| A willingness to promote the ethos of the school | ✓ |  |
| Commitment to the Council’s Equal Opportunities Policy and Acceptance of their responsibility for its practical application.  | ✓ |  |
| *Commitment to understand and comply with the requirements of the Health and Safety at Work Act 1974.* | ✓ |  |
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| ***Disqualifying Factors*** |  |  |
| Indication of sexist, racist, or anti-disability attitudes or any other attitudes in conflict with the Council’s Equal Opportunities Policy |  |  |
| An inability to provide relevant documentation which permits working in the UK eg passport, visa and work permit, birth certificate |  |  |