

Person Specification: Midday Supervisory Assistant 1hr per day/5 or 3 days/week (TTO) Grade 1, Point 3		
School: Bagthorpe Primary School, School Road, Bagthorpe, Notts NG16 5HB		
Job Purpose: To supervise the pupils during the lunch period		
Responsible to: Senior Midday Supervisor		
	Essential	Desirable
Qualifications:		
1. Good literacy skills to complete basic reports	✓	
2. Good numeracy skills to complete dinner numbers	✓	
3. First aid training		✓
Experience:		
4. Working in a school		✓
5. Working with children from 4 years to 11 years	✓	
Personal Qualities:		
6. Enthusiastic	✓	
7. Friendly	✓	
8. Caring	✓	
9. Enjoys working with children	✓	
10. Patient	✓	
11. Flexible	✓	
12. Punctual	✓	
13. Committed	✓	
14. Respects confidentiality	✓	
15. Willing to undertake training	✓	
Skills & Abilities:		
16. Ability to fulfil all spoken aspects of the role with confidence through spoken English language	✓	
17. Ability to use language & other communication skills that children can relate to	✓	
18. Ability to demonstrate active listening skills	✓	
19. Ability to empathise with the needs of children	✓	
20. Ability to work effectively with colleagues	✓	
21. Ability to lead games and activities		✓

Our school is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment and undergo appropriate checks. Successful candidates will receive the County Council's Safeguarding Policy that outlines the duties and responsibilities of the employer and all employees.