



St John the Baptist Catholic Primary School

Lunchtime Supervisor Person Specification

	ESSENTIAL	DESIRABLE
EDUCATION & TRAINING		
First Aid Qualification		✓
KNOWLEDGE		
Safeguarding and Child Protection		✓
EXPERIENCE		
Experience working with children	✓	
Experience working in a team	✓	
PROFESSIONAL SKILLS		
Be committed to the ethos and values of the school	✓	
Be able to encourage children to achieve these aims through keeping the school's behaviour code	✓	
Develop good appropriate relationships with children and staff	✓	
Communicate positively and effectively to children and listen to them	✓	
Actively contribute to a happy safe and supportive play environment	✓	
Able to work within a team	✓	
Support the Manager in promoting safeguarding and welfare of the children	✓	
Refer any safeguarding issues to the school's DSL immediately and record concerns on the relevant IT system.	✓	
Ensure compliance to Safeguarding Policies and Procedures within the MAC	✓	
PERSONAL QUALITIES		
Willing to undertake appropriate training	✓	
Approachable, sympathetic, enthusiastic, patient, resourceful	✓	
SAFEGUARDING		
<ul style="list-style-type: none"> Support the Manager in promoting safeguarding and welfare, being specifically responsible for the children, young people and vulnerable adults the postholder is responsible for, 		

or comes into contact with.

- Refer any safeguarding issues to the school's DSL immediately and record concerns on the relevant IT system.
- Ensure compliance to Safeguarding Policies and Procedures within the MAC
- All duties and responsibilities must be carried out with due regard to the Our Lady and All Saints Multi Academy Company policies and procedures

St John the Baptist Catholic Primary School, part of Our Lady and All Saints Multi Academy Company, has a responsibility for and is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups. All employees and volunteers are expected to share this commitment and to obtain an Enhanced Disclosure and Barring Service check (DBS) and where relevant, a childcare disqualification check. Any offer of employment will be subject to satisfactory pre-employment checks including two suitable references, evidence of Right to Work, Medical Clearance and where applicable a prohibition check and evidence of qualifications. All successful candidates will be required to present their birth certificate along with evidence of any name changes.

This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Further information can be found in the DBS filtering guide.

This post is covered by Part 7 of the Immigration Act (2016). Therefore the ability to speak fluent and spoken English is an essential requirement for this role.

An online search will also be carried out as part of due diligence on all short-listed candidates.