PARKSIDE COMMUNITY PRIMARY SCHOOL

Midday Supervisory Assistant – Person Specification

Qualifications and Experience

- Desirable: Previous experience working with children in a school or childcare setting.
- Basic knowledge of health and safety practices.
- First Aid qualification (desirable but not essential; training may be provided).

Knowledge and Skills

- Ability to supervise and manage groups of children effectively during lunch and playtimes.
- Good communication skills to interact positively with pupils, staff, and parents.
- Ability to observe and monitor children's behaviour and wellbeing, reporting concerns appropriately.
- Competent in maintaining a safe and clean environment.
- Ability to organise and manage resources and equipment efficiently.
- Basic first aid skills or willingness to undertake training.
- Ability to manage minor incidents calmly and effectively.
- Ability to encourage positive behaviour and support the school's behaviour policy.
- Ability to support and promote healthy eating and wellbeing initiatives.
- Understanding of safeguarding procedures and the importance of child protection.
- Awareness of health and safety requirements in a school environment.
- Knowledge of the school's behaviour policy and ability to apply it consistently.

Personal Qualities

- Patient, approachable, and friendly manner.
- Reliable and punctual with a responsible attitude.
- Ability to work as part of a team and follow instructions from senior staff.
- Sensitivity to the needs of children, including those with medical or dietary requi
- Commitment to safeguarding and promoting the welfare of children.
- Awareness of confidentiality and discretion in handling sensitive information.
- Enthusiastic about encouraging play and positive social interactions among pupil

This role will be reviewed annually as part of the performance management process.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.