

## Person Specification – Midday Supervisory Assistant

Essential	Preferred	Source
<b>Education and Training</b>		
<ul style="list-style-type: none"> <li>A good standard of education, particularly in English and Mathematics</li> <li>Experience of working with children in play/recreational situations and establishing positive relationships</li> <li>Willingness to undertake first aid training</li> </ul>	<ul style="list-style-type: none"> <li>A relevant qualification in childcare or learning support (i.e NVQ)</li> <li>Two years minimum experience as a MDSA working with primary aged pupils</li> <li>Any relevant courses relating to supporting children with learning difficulties or disabilities.</li> <li>Current First Aid Qualification</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificate(s) provided at time of interview</li> <li>Interview (test)</li> </ul>
<b>Experience and knowledge</b>		
<ul style="list-style-type: none"> <li>A knowledge and understanding of the welfare and social needs of children during the midday break</li> <li>Previous experience of working with children (including raising own children or other unpaid activity).</li> <li>Understanding the needs of children in an educational setting.</li> <li>Understanding of confidentiality and its boundaries.</li> <li>Flexible and responsive – able to address potentially challenging situations by problem-solving and negotiation.</li> <li>Understanding of Safeguarding Practices in a school setting</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge and experience of additional requirements to support children with Special Educational Needs</li> <li>Knowledge of basic Health and Safety requirements and First Aid</li> </ul>	<ul style="list-style-type: none"> <li>References</li> <li>Observation</li> <li>Application</li> <li>Interview</li> </ul>
<b>Personal qualities and skills</b>		
<ul style="list-style-type: none"> <li>Ability to build and maintain successful relationships with pupils; treat them consistently, with respect and consideration, and demonstrate concern for them</li> <li>Ability to encourage pupils participation and engage them in purposeful play</li> <li>Ability to work within and apply all school policies, eg Behaviour Management, Health &amp; Safety, Equal Opportunities, Child Protection</li> <li>Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work</li> <li>Ability to promote a positive school ethos with an accent on high achievement for all</li> <li>A commitment to working as part of the whole school team and supporting the vision and aims of the school</li> <li>High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and ability to empathise with their needs</li> <li>Has a calm approach and is able to work well under pressure</li> <li>Be reliable, punctual and flexible.</li> <li>Reliable in order to maintain the consistency of expectations and standards.</li> <li>Must be suitable to work with children.</li> <li>Physically able to cope with the demands of the job and willing to work outside in all weathers</li> </ul>	<ul style="list-style-type: none"> <li>Ability to adapt own approach in accordance with pupils needs</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>Observation</li> <li>Application</li> <li>References</li> </ul>
<b>Other</b>		
<ul style="list-style-type: none"> <li>Committed to school life beyond the classroom</li> <li>Sense of humour</li> </ul>		<ul style="list-style-type: none"> <li>Application</li> <li>Interview</li> </ul>