

Person Specification

Midday Supervisor



Factor	Essential	Desirable	Assessment*
Qualification	No formal qualifications required but must be able to read and write	Current First Aid qualification	A, D
Experience	The Midday Supervisor should have experience of: supervising children as a parent, carer, or in a voluntary basis	Experience of working with groups of children on a paid basis	A, I, R, D
Skills and Knowledge	- Inspire trust and confidence in children - Encourage high standards of pupil behaviour at all times - Liaise with parents in a professional manner; observe the boundaries of the role, and respect confidential information - Initiate games and activities and appropriate to the age of the children - Relate to children on their level - Remain calm in a crisis	- Have knowledge and understanding of child development and social interaction - The value of constructive play opportunities - Communicate effectively (both orally and in writing) to an appropriate standard - Recognise behaviour giving cause for concern and inform teaching staff - Teach play activities to other Midday Supervisors - Examine systems critically and suggest ways of improving efficiency	A, I
Personal Attributes	- Calm under pressure - Empathetic - Well organised - Able to communicate well with staff and children - Creative - Resourceful - Tolerant - Good timekeeping - Be hardworking and reliable - Be a team player, able to work collaboratively		I, R

*Assessment Method – details how the criteria will be assessed

A = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence