

Malvern Parish CE Primary

PERSON SPECIFICATION

Post: Lunchtime Supervisor

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Education and Qualifications	Good standard of basic spoken and written English	First Aid Certificate Food Hygiene qualification	Application Form Certificates References
Safeguarding	Understanding of current statutory processes, procedures and associated documentation		Interview
Professional qualities, knowledge and skills	Have the ability to communicate effectively with children and adults. Work constructively as part of a team, understanding school roles and responsibilities and your own position within these. Ability to attend work regularly and on time. Demonstrate an understanding of the statutory requirements concerning safeguarding, equal opportunities, health and safety and data protection. Have excellent time management and organizational skills.	Experience of working with children Ability to use initiative within framework of policies and procedures.	Application Form Interview References
Training/ Development	Must be prepared to engage in continual professional development opportunities when required.	Evidence of completing relevant and recent training opportunities	Application Form Interview References Certificates
Personal qualities	Have high expectations of self and professional standards. Be able to work both as part of a team and independently. Ability to maintain confidentiality. Have a calm manner and approach. Show resilience.	Constantly improve own practice through self-evaluation and learning from others.	Application Form Interview References
Other Factors	Able to support the Christian vision and ethos of the school.		Application Interview

Safeguarding Statement

Malvern Parish CE Primary School and DOWMAT are committed to safeguarding and promoting the welfare of all children and preventing extremism; all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS) and obtain any other statutorily required clearance. Employment will also be conditional on the receipt of at least two acceptable references (1 from current/latest employer) and evidence of the formal qualifications required for the role.