



School Meals Supervisory Assistant (SMSA) Person Specification

Qualifications and Experience

- Essential: Experience working with children.
- Desirable: Experience working with children aged 3–11 years.
- Desirable: 5 GCSEs (or equivalent) including grades A–C in Maths and English.

Knowledge and Understanding

- Essential: Ensure equal opportunities for all children.
- Essential: Maintain consistently high expectations of all pupils.
- Essential: An understanding of suitable conditions and cleanliness for the consumption of food.
- Essential: A commitment to safeguarding children.
- Desirable: Understanding of healthy eating.
- Desirable: Awareness of individual needs and how to support children with significant and complex special educational needs.
- Desirable: Knowledge of Health and Safety, particularly in relation to the dining hall and playground.

Skills

- Essential:
 - Ability to build effective relationships with colleagues.
 - The ability to listen and follow instructions.
 - An ability to establish firm and consistent boundaries in relation to children's behaviour.
 - Have a warm but professional manner.
 - Be able to use own initiative.
 - Ability to initiate activities in the play environment which stimulate learning.
 - The ability to undertake preparation and clearing up duties in the dining hall.
- Desirable:
 - Ability to develop pupil independence and confidence.
 - Experience of supporting behaviour management consistently and effectively.
 - Know how to maintain a healthy and safe environment for young children.

Attitudes

- Essential
 - Be punctual, reliable and trustworthy.

- Willingness to seek advice and the ability to make good use of it.
- Work well as part of a team.
- Be flexible and adaptable.
- Desirable
 - Experience of participating in the wider aspects of school life.
 - Possess patience and a sense of humour.
 - Willingness to undertake training.

Note: Robin Hood is committed to safeguarding and promoting the welfare of children; all staff are expected to share this commitment.