FOREST SCHOOL

PERSON SPECIFICATION

JOB TITLE	Shuttle Bus Driver
DEPARTMENT	Co-Curricular
SECTION	Forest Group
LINE MANAGER	Group Director, Co-Curricular & Community

The successful candidate will be required to fulfil all duties as outlined in the job description. In addition to this, the candidate should possess the following competencies which are essential to this position:

CRITERIA	ESSENTIAL	DESIRABLE
QUALIFICATIONS, SKILLS & EXPERIENCE:		
Full UK driving licence	√	
Category D1 entitlement (or equivalent minibus entitlement)	√	
Clean driving record	√	
Experience driving minibuses, passenger vehicles or shuttle services	√	
Previous experience working within a school environment		√
MiDAS qualification (Minibus Driver Awareness Scheme)		√
First Aid qualification		√
Experience working with children or young people		√
Understanding of safeguarding and child protection responsibilities	√	
Understanding of KCSIE requirements	√	
Good knowledge of road safety legislation	√	
Ability to carry out routine vehicle checks	√	
Excellent punctuality and reliability	√	
Strong communication and interpersonal skills	√	
Ability to remain calm under pressure	√	
Ability to manage pupil behaviour appropriately	√	
Professional, courteous and customer-focused approach	√	
Commitment to confidentiality and data protection	√	
Flexible and willing to undertake training	√	
KEY COMPETENCIES:		
Passenger and pupil safety	√	

Forest School is committed to safeguarding and promoting the welfare of children. Appointment to this position requires an enhanced DBS disclosure.

Safeguarding awareness	√	
Dependability and punctuality	√	
Professional judgement	√	
Calm decision-making	√	
Customer service	√	
Teamwork	√	
Communication	√	
Record keeping	√	
Attention to detail	√	

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