Kirk Merrington Primary School

 Essential Criteria Sheet: **Lunchtime Supervisory Assistant**

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| **Attributes** | **Essential** | **Desirable** | **How identified** |
| **Education** | Basic literacy and numeracy skills | First Aid CertificateFood Hygiene certificateWilling to take further training with a particular emphasis on a Child Protection certificate | Letter of applicationInterviewReference |
| **Experiences** | Knowledge of the duties and role of the Lunchtime SupervisorPrevious experience of working with children aged 4-11 years | Experience of working in a school environment either in a paid or voluntary capacity | Letter of applicationInterviewReference |
| **Skills** | Able to plan engaging and exciting activities for children Good communicationTo be able to work under pressureGood sense of humour and respect of colleaguesGood relationships with lunchtime colleagues and school staffTo be able to work as part of a teamAbility to work within the school’s policies and guidelinesRecognition of the needs of SEN children and the ability to promote good playtime behaviour. | Basic understanding of child development and learningAn understanding of children with special needsGood behaviour management strategies  | Letter of applicationInterviewReference |
| **Personal Qualities** | Use own initiativeFlexible approach to workAwareness of confidentiality, working with integrityGood timekeeping and good attendance recordEnthusiastic, Courteous and politePatience and emotional resilience in working with challenging behavioursSensitive to the needs of children Calm and positive approach |  | Letter of applicationInterviewReference |
| **Disclosure of Criminal****Record** | Enhanced DBS |  | Disclosure and Barring Service check |