**Our Lady and St Joseph Brooms RCVA 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 CertificateWilling to take further training with a particular emphasis on a Child Protection Certificate | ApplicationInterviewReference |
| **Experiences** | Knowledge of the duties and role of the Lunchtime SupervisorPrevious experience of working with or caring for children or young people | Experience of working in a school environment either in a paid or voluntary capacity | ApplicationInterviewReference |
| **Skills** | Able to initiate game and 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 vulnerable children Good behaviour management strategies  | ApplicationInterviewReference |
| **Personal Qualities** | Use own initiativeFlexible approach to workAwareness of confidentiality, working with integrityGood timekeeping Enthusiastic, Courteous and PolitePatience and emotional resilience in working with challenging behavioursSensitive to the needs of children Calm and positive approach |  | ApplicationInterviewReference |
| **Disclosure of Criminal****Record** | Enhanced DBSDisqualification by Association |  | Disclosure and Barring Service checkLocal Authority Form |