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| **Person Specification: Supervisory Assistant** | | |
|  | **Essential** | **Desirable** |
| **Qualifications** | None required | Current First Aid qualification |
| **Experience** | The Supervisory Assistant should have experience of:  supervising children as a parent or carer. | In addition, the Supervisory Assistant might have experience of:  working with groups of children on a voluntary or paid basis. |
| **Knowledge and understanding** | The Supervisory Assistant should have knowledge and understanding of:  managing the behaviour of groups of children. | In addition, the Supervisory Assistant might also have knowledge and understanding of:  child development and social interaction;  the value of constructive play opportunities. |
| **Skills** | The Supervisory Assistant will be able to:  work as part of a group and individually;  inspire trust and confidence in children;  encourage high standards of pupil behaviour at all times;  liaise with parents in a professional manner; observe | In addition, the Supervisory Assistant might also be able to:  communicate effectively (both orally and in writing) to an appropriate standard;  recognise behaviour giving cause for concern, and inform teaching staff; |
| **Personal characteristics** | Calm under pressure  Empathetic  Well-organised  Able to communicate well with staff and children.  Creative  Resourceful |  |