



WISE ACADEMIES

Person Specification

JOB TITLE Lunchtime Care Assistant

GRADE SCP 1-2

Essential Requirements	Method of Assessment
Knowledge	
Promoting good order and high standards of behaviour	Application form/interview
A commitment to ensuring a safe environment for children, a thorough knowledge and understanding of safeguarding procedures	Application form/interview
Skills and Competencies	
Working as a team member under the direction of the Senior Lunchtime Supervisor	Application form/interview
Being responsible for the well being and social interaction of the pupils during lunchtime	Application form/interview
Assisting in the domestic care and general welfare of pupils in respect of toileting at meal times	Application form/interview
Offering care and support throughout lunchtime	Application form/interview
Demonstrating flexibility in relation to covering different areas within the school	Application form/interview
Assisting on the supervision of other activities during lunchtime including setting out and storing of relevant equipment	Application form/interview
Ensuring the outside and inside areas are left tidy for the afternoon session	Application form/interview
Reporting any accidents and incidents that occur during lunchtime to Senior staff in line with academies policies and procedures	Application form/interview
Being watchful of any potentially hazardous situations e.g. slippery floors etc. And reporting concerns to the Senior Lunchtime Supervisor	Application form/interview
Ability to act in compliance with data protection principles in respecting the privacy of personal information held by the academy	Application form/interview
To be able to work cooperatively as part of a team	Application form/interview