

**Blackhall Primary School**

**Lunchtime Supervisor Person Specification**

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| **Attributes** | **Essential** | **Desirable** | **How identified** |
| **References** | Fully supported in reference |  | Reference |
| **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** | Patient and caring towards all pupilsSelf-motivated, reliable and hard working Flexible approach to workAwareness of confidentiality, working with integrityGood timekeepingEnthusiastic, Courteous and politePatience and emotional resilience in working with challenging behavioursSensitive to the needs of all children Calm and positive approachCommitment to delivering a high quality service and to continuous improvement |  | Letter of applicationInterviewReference |
| **Disclosure of Criminal****Record** | Enhanced DBS check confirming suitability to work with children (school will seek the DBS check)Disqualification by association form required to be completed. |  | Disclosure and Barring Service check |