

**Ox Close Federation**

**Person Specification: Lunchtime Supervisor**

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|  | **Essential** | **Desirable** | **Evidence** |
| **Qualifications** | * Basic literacy and numeracy skills.
 | * First Aid Certificate.
* Willing to take further training with a particular emphasis on a Child Protection certificate.
 | ApplicationInterviewReference |
| **Experience** | * Knowledge of the duties and role of the Lunchtime Supervisor.
* Previous experience of working with or caring for children aged 4-11 years.
 | * Experience of working in a school environment either in a paid or voluntary capacity.
* Experience of working with SEND children in particular autism.
 | ApplicationInterviewReference |
| **Skills** | * Able to plan engaging and exciting activities for children.
* Good communication.
* To be able to work under pressure.
* Good sense of humour and respect of colleagues.
* Good relationships with lunchtime colleagues and school staff.
* To be able to work as part of a team.
* Ability to work within the school’s policies and guidelines.
* Recognition of the needs of SEN children and the ability to promote good playtime behaviour.
 | * Basic understanding of child development and learning.
* An understanding of children with special needs.
* Good behaviour management strategies.
 | ApplicationInterviewReference |
| **Personal Attributes** | * Use own initiative.
* Flexible approach to work.
* Awareness of confidentiality, working with integrity.
* Good timekeeping.
* Enthusiastic, courteous and polite.
* Patience and emotional resilience in working with challenging behaviours.
* Sensitive to the needs of children
* Calm and positive approach
 |  | ApplicationInterviewReference |