

Northern Education Trust
Post: Breakfast Club Assistant
PERSON SPECIFICATION

			Assessed by:	
No	Categories	Essential / Desirable	App Form	Interview / Task
QUALIFICATIONS				
1.	Relevant basic skills	E	✓	
2.	Willingness to participate in training and development opportunities	E	✓	
3.	First Aid training	D	✓	
4.	Child Protection training/Safeguarding	D	✓	
EXPERIENCE				
5.	Experience of dealing with children of a Primary age	E	✓	
6.	Experience of working in a similar environment providing educational and recreational activities or be able to demonstrate the necessary attributes to do this	E	✓	
7.	Experience of working in a school environment	E	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
8.	Ability to relate well to children and adults	E	✓	✓
9.	Good communication skills	E	✓	✓
10.	Ability to work effectively as part of a team	E	✓	✓
11.	Be able to maintain confidentiality	E	✓	✓
12.	Good listening skills	E	✓	✓
13.	Be able to execute routine tasks on instruction	E	✓	✓
14.	Basic record keeping skills	E	✓	✓
15.	Able to use own initiative	E	✓	✓
16.	The ability to manage behaviour of children in a positive and supportive manner	E	✓	✓

			Assessed by:	
No	Categories	Essential / Desirable	App Form	Interview / Task
17.	An understanding of hygiene and good health	E	✓	✓
18.	Relevant knowledge of First Aid	D	✓	✓
19.	Knowledge of children's dietary requirements and healthy eating	D	✓	✓
20.	Knowledge of Child Protection/Safeguarding	D	✓	✓
21.	Knowledge of Health & Safety	D	✓	✓
22.	Equal Opportunities and recognising the nature of the diverse academy community	D	✓	✓
PERSONAL QUALITIES				
23.	A strong commitment to the Trust values and ethos	E	✓	✓
24.	Commitment to support the Trust's agenda for safeguarding and equality and diversity	E	✓	✓
25.	A flexible approach and a strong work ethic	E	✓	✓
26.	A commitment to working as part of the whole academy team and supporting the vision and aims of the academy	E	✓	✓

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.