KINGSLEY PRIMARY SCHOOL
TAYBROOKE AVENUE
HARTLEPOOL
Telephone: 01429 273102
Headteacher: Mrs A. J. Darby

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www.kingsleyprimary.com

PERSON SPECIFICATION – LUNCHTIME SUPERVISORY ASSISTANT

CATEGORY	ESSENTIAL	DESIRABLE
Qualifications	• Basic numeracy and literacy skills (A) • Willing to take part in further training (A, I)	• First aid certificate (A) • Safeguarding training (A) • Child Protection training (A)
Experience	• Previous experience of working with, or caring for, children aged 3-11. • Experience of working within a team environment (A, I, R)	• Experience in working in a school environment (A, I, R) • Experience of working with or caring for children with SEND (A,I)
Knowledge and Skills	• Awareness of Health and Safety issues (A, I) • Knowledge of how to keep children safe and to ensure their social and emotional needs are met (A, I) • Demonstrate the ability to work as part of a team (A, I, R) • Demonstrate the ability to use own initiative (A, I, R) • Demonstrate good communication skills (A, I, R) • Ability to communicate with a range of people including children (A, I, R) • Being able to respond positively and appropriately to situations (A, I, R)	• Awareness/experience of behaviour management strategies (A, I) • Knowledge and understanding of the SEND Code of Practice (A, I) • Commitent and evidence of own professional development (A, I, R)
Personal Attributes	• The desire to make a contribution towards the ethos and vision of the school (A, I) • Form supportive and positive relationships with adults and children (A, I) • Be a positive role model for pupils with regards speech and language, dress, behaviour and attitude (I) • Be flexible, adaptable and act on initiative. Be constructive in response to issues and problems as they arise (A, I)	• Ability to work flexibly if required (I) • An understanding of confidentiality and data protection issues (I)

A – Application form I – Interview R - Reference