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Head teacher: Mrs Helen Phillips

PERSON SPECIFICATION

Post Title: Senior Midday Supervisor

Salary Scale: NJC Support Staff Grade C

Evidence Codes

AF – Application Form

JRT – Job Related Task

D - Documentation

M - Medical

I - Interview

Job Criteria				
	Essential	Source of Evidence	Desirable	Source of Evidence
Experience	Be able to demonstrate experience in the following:			
	Experience of working with primary-aged children	AF/I	Experience of working in a large primary school	AF/I
	Experience of supervising other members of staff	AF/I	Experience of play-based lunchtime provision	AF/I
Qualifications			Current Paediatric First Aid certificate NVQ Child Care	D
			Food Hygiene certificate	D

Skills and Knowledge	Be able to demonstrate skills and knowledge in the following:			
	Ability to communicate clearly and co-operatively with children and adults, verbally and in writing, in English.	AF/I/JRT		
	Excellent behaviour management skills	I/JRT		
	Ability to lead a team and inspire confidence	I/JRT		
	Ability to organise and prioritise effectively.	I/JRT		
	Ability to initiate and lead games and activities appropriate to the age of the children by acquiring a good knowledge of activities to stimulate learning during lunchtimes.	AF/I/JRT		
	Ability to remain calm under pressure and make sound decisions	I/JRT		
	Ability to effectively use tact and diplomacy to advise, guide, persuade or instruct pupils and parents.	I/JRT		
	Ability to train and coach other members of the Play Team	I		
	Ability to manage a rota and redeploy staff as necessary	I		

	Ability to respond appropriately to hazards and challenging situations.	AF/I		
Other factors	A willingness to attend meetings and undertake necessary training, as appropriate	AF/I		
	Understand and adhere to school policies at all times	AF/I		
	Able to work indoors and outdoors in all seasons	AF/I		
Personal qualities	Know how to defuse situations and resolve child conflict.	I/JRT		
	Having high expectations of self and others	AF/I		
	Excellent organisational abilities	AF/I		
	Can remain calm in difficult situations	JRT		
Job Circumstances	Medical clearance subject to reasonable adjustments under the Equality Act 2010 (where appropriate)	M		
	Enhanced DBS clearance	D		
Equalities	Understanding of and commitment to Inclusion and Equality in respect of pupils, governors, staff and the wider community.	I		