



## PERSON SPECIFICATION

POST: **Midday Assistant**

GRADE: 2 Scp: 6

	<i>Essential</i>	<i>Desirable</i>	<i>Method of Assessment</i>
<b>KNOWLEDGE</b>	An understanding of Health & Safety procedures	An awareness of child protection and care legislation.	Interview Reference
<b>EXPERIENCE</b>	Work as part of a team Ability to be assertive Able to ensure safety & well being of pupils		Interview Reference
<b>QUALIFICATIONS</b>	Good general education	GCSE's or equivalent including English & Mathematics. Good written communication First aid at Work Certificate or willing to work towards this.	Interview Reference Application (Proof of certification)
<b>SKILLS</b>	Able to ensure safety & well being of pupils Compassionate & caring Flexible/Adaptable Enthusiastic	Ability to keep matters in perspective.	Interview Reference Application
<b>ATTITUDE VALUES AND PERSONAL QUALITIES</b>	Able to work in a flexible manner Sense of humour	Outside interests Cheerful Resilient Satisfaction of a job well done	Reference Interview

### IMPORTANT

#### THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**