

 **Our Lady of Lourdes Catholic Primary School**

**PERSON SPECIFICATION**

**POST TITLE:** Supervisory Assistant

**GRADE:** Real Living Wage

|  |  |  |  |
| --- | --- | --- | --- |
|  | **ESSENTIAL** | **DESIRABLE** | **METHOD OF ASSESSMENT** |
| **Qualifications** | * Willingness to learn and undertake further training
 | * Current First Aid qualification
 | * Application form
* Certificates
 |
| **Work Experience** | * Experience of working with children in a formal setting on a voluntary or paid basis
 |  | * Application form
* Interview
* References
 |
| **Knowledge/****Skills/****Aptitudes** | * Knowledge and understanding of

managing the behaviour of groups of children* Displays commitment to the protection and safeguarding of children
* Knowledge and understanding of child protection and safeguarding issues
 | * Knowledge of constructive play opportunities
 | * Interview
* References
 |
| **Personal Qualities and Skills** | * Able to work well as part of a team
* Able to use own initiative
* Encourage high standards of pupil behaviour at all times
* Able to initiate games and activities appropriate to the age of the children
* Able to relate to children on their level
* Reliable, punctual and awareness of confidentiality
* Committed to the principles of equality and diversity
* Support the school’s Catholic ethos
* Excellent timekeeping
 |  | * Interview
* References
 |
| **Circumstances** | * Enhanced clearance from the Disclosure and Barring Service
 |  | * DBS check
 |