



Lunchtime Supervisory Assistant Level 1



Person Specification

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Excellent interpersonal and communication skills that children and adults can relate to.
2	The ability to play with young children and ensure their safety and well-being.
3	The ability to work as part of an effective team.
4	The ability to be flexible and adaptable.
5	A calm, nurturing and patient manner.
6	Able to consistently and effectively implement agreed behaviour strategies.
7	Able to empathise with the needs of children and in particular are able to establish positive relationships with pupils.

Desirable

8	First aid qualification.
9	Experience of working in an educational setting.

Part B: Assessment Stage

Items 1 - 5 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none">▪ motivation to work with children and young people▪ ability to form and maintain appropriate relationships and personal boundaries with children and young people▪ emotional resilience in working with challenging behaviours▪ attitude to use of authority and maintaining discipline.
2	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

The following methods of assessment will be used:

Method	
Interview	Yes
Structured discussion with pupils	Yes

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Disclosure and Barring Service.
2	Additional criminal record checks if applicant has lived outside the UK.
3	Barred List and/or POCA List (residential establishments only) check.
4	Professional Registration/QTS check with the National College for Teaching and Leadership.
5	Two references from current and previous employers (or education establishment if applicant not in employment).
6	Medical clearance.
7	A good attendance record.

