



Employee Specification Form

M23

Important – Study “Explanatory Notes” printed overleaf before completing form

Post Number	
Job Title	Midday Supervisor (Band B)
Department	St Werburgh’s Catholic Primary School
Prepared by and date	March 2026(Headteacher)

Essential Personal Attributes	Stage Identified	Desirable Personal Attributes	Stage Identified
<p>Qualifications</p> <ul style="list-style-type: none"> None Required 	Application & Interview	<ul style="list-style-type: none"> Safeguarding Training/Awareness of KCSIE 2025 Basic First Aid Training Health and Safety Training 	Application & Interview
<p>Experience</p> <ul style="list-style-type: none"> Working with children in an educational home or childcare setting. Follow procedures and instructions. Ensuring clean, safe and healthy environments. 	Application & Interview	<ul style="list-style-type: none"> Working as part of a team Previous childcare experience 	Application & Interview
<p>Knowledge and skills</p> <ul style="list-style-type: none"> Ability to supervise pupils in the dining hall and playground, promoting good manners and safe play. Excellent communication skills to interact with children, staff, and parents. Ability to act calmly, reasonably, and quickly in emergencies. Behaviour management skills, using positive strategies to handle situations. Ability to work independently and as part of a team. 	Application & Interview		Application & Interview

