

## PERSON SPECIFICATION

|                     |                                    |
|---------------------|------------------------------------|
| <b>Job Title:</b>   | <b>Midday Assistant</b>            |
| <b>Post Ref No:</b> | <b>F691</b>                        |
| <b>Directorate:</b> | <b>Children &amp; Young People</b> |
| <b>Division:</b>    | <b>Schools</b>                     |
| <b>Grade:</b>       | <b>HBC1</b>                        |

| <b>MAIN PURPOSE OF THE JOB:</b>                                                                                                    |
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| To care for children during the lunchtime break. They will work with a team of Midday Assistants in the dining area and playground |

| <b>ATTRIBUTES</b>                   | <b>ESSENTIAL</b> | <b>DESIRABLE</b>                                                                                                             | <b>HOW IDENTIFIED</b>                                                        |
|-------------------------------------|------------------|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <b>Education and Qualifications</b> |                  | <p>Basic numeracy and literacy skills</p> <p>Experience working with or caring for children within a specified age range</p> | <p>Application Form</p> <p>Reference</p> <p>Certificate</p> <p>Interview</p> |

**The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share in this commitment**

|                             |  |                                                                                                                                |                                                           |
|-----------------------------|--|--------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| <b>Experience</b>           |  | <p>Awareness and basic understanding of school curriculum within a specified age range</p> <p>Basic knowledge of first aid</p> | <p>Application Form</p> <p>Reference</p> <p>Interview</p> |
| <b>Skills and Abilities</b> |  | <p>Ability to work in a team</p> <p>Ability to build and maintain successful relationships with pupils</p>                     | <p>Application Form</p> <p>Reference</p> <p>Interview</p> |
| <b>Other Requirements</b>   |  | <p>Basic awareness of inclusion within a school setting</p>                                                                    | <p>Application Form</p> <p>Reference</p> <p>Interview</p> |

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