**ST CUTHBERT’S CATHOLIC PRIMARY SCHOOL:**

**LUNCHTIME SUPERVISOR PERSON SPECIFICATION**

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| **Attributes** | **Essential** | **Desirable** | **How identified?** |
| **References** | Fully supported in reference  |  | Reference  |
| **Education** | Basic literacy and numeracy skills | First Aid Certificate Food Hygiene certificate Willing to take further training with a particular emphasis on a Child Protection certificate. | Letter of application Interview Reference  |
| **Experiences** | Knowledge of the duties and role of the Lunchtime Supervisor Previous experience of working with children aged 4-11 years.  | Experience of working in a school environment either in a paid or voluntary capacity.  | Letter of application Interview Reference  |
| **Skills** | Able to plan engaging and exciting activities for children. Good communication. To be able to work under pressure. Good sense of humour and respect of colleagues. Good relationships with lunchtime colleagues and school staff. To be able to work as part of a team. Ability to work within the school’s policies and guidelines. Recognition of the needs of SEN children and the ability to promote good playtime behaviour.  | Basic understanding of child development and learning. An understanding of children with special needs Good behaviour management strategies. Experience in leading activity and games. | Letter of application Interview Reference  |
| **Personal Qualities** | Patient and caring towards all pupils. Self-motivated, reliable and hard working. Flexible approach to work. Awareness of confidentiality, working with integrity. Good timekeeping. Enthusiastic, courteous and polite Patience and emotional resilience in working with challenging behaviours. Sensitive to the needs of all children. Calm and positive approach. Commitment to delivering a high quality service and to continuous improvement.  |  | Letter of application Interview Reference  |
| **Disclosure of Criminal Record** | Enhanced DBS check confirming suitability to work with children (school will seek the DBS check). |  | Disclosure and Barring Service check  |