

## St Mary Magdalene C of E Primary School

Headteacher: Miss S Robinson

## Person Specification: Midday Supervisor

	Essential	Desirable
Experience	<ul> <li>Evidence of:</li> <li>Supervision of children either as a parent or carer</li> </ul>	<ul> <li>Evidence of:</li> <li>Working with children on a voluntary or paid basis</li> </ul>
Organisation	<ul> <li>Evidence of ability to:</li> <li>Manage time and prioritise workload effectively</li> <li>Identify (potential) problems and address these</li> <li>Balance the demands of many responsibilities effectively</li> <li>Record and pass on information accurately</li> </ul>	
Specialist Skills and Knowledge	<ul> <li>Demonstrates:</li> <li>Ability to manage the behaviour of groups of children</li> <li>Ability to follow written guidance, policies and procedures</li> <li>Effective and positive approach to behaviour management</li> </ul>	
Disposition and attitudes	<ul> <li>Advocate of the school's Christian ethos</li> <li>High levels of integrity, resilience and emotional stability</li> <li>Shows initiative and flexibility when faced with challenging situations</li> <li>Demonstrates reliability and loyalty</li> <li>Encourage high standards of pupil behaviour at all times</li> <li>Recognise behaviour giving cause for concern and inform appropriate staff</li> <li>Initiate games and activities appropriate to the age and developmental level of pupils</li> <li>Undertake appropriate training as and when required</li> <li>Remain calm under pressure</li> </ul>	
Specific Requirements	<ul> <li>Excellent communication skills</li> <li>Commitment to safeguarding and promoting the welfare of children</li> <li>Maintain confidentiality in all school matters</li> <li>No serious health conditions that are likely to impair or impact upon job performance (that cannot be accommodated by reasonable adjustments).</li> <li>Excellent attendance record in current employment (not including absences resulting from disability).</li> </ul>	