

## Federation of Hamworthy Primary Schools

### PERSON SPECIFICATION

Job Title:	<b>Midday Assistant Level 1</b>
Job Reference:	<b>SCH005</b>
School:	<b>Federation of Hamworthy Primary Schools</b>

<b>ATTRIBUTES</b>	<b>CRITERIA</b>	<b>METHOD OF ASSESSMENT</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Previous experience not essential but would be an advantage</li> </ul>	Application form Interview References
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• Willingness to attend school based training</li> <li>• Previous training in food hygiene and 1<sup>st</sup> aid desirable but not essential</li> </ul>	Application form Certificates Interview
<b>Aptitudes &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to establish positive expectations of pupils' behaviour and a sensitivity to pupils' personal needs</li> <li>• Good interpersonal skills</li> <li>• Discretion and sensitivity</li> <li>• Ability to work under own initiative</li> <li>• Ability to manage some challenging behaviour from pupils</li> <li>• Ability to handle confidential information with discretion</li> </ul>	Application form Interview References
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of school's behaviour and management policy and procedures (training provided in school)</li> <li>• Knowledge of school's fire and emergency procedures (training provided in school)</li> <li>• Knowledge of Child Safeguarding procedures (training provided in school)</li> </ul>	Application form Interview References
<b>Attitude / Motivation</b>	<ul style="list-style-type: none"> <li>• Self motivated</li> <li>• Team player</li> </ul>	Application form Interview References
<b>Other Factors</b>	<ul style="list-style-type: none"> <li>• Commitment to Equal Opportunities</li> <li>• DBS check</li> </ul>	Application form Interview References DBS process