



### Person Specification

<b>JOB TITLE:</b>	<b>Breakfast Club/After School Club Leader</b>
<b>DATE:</b>	<b>August 2024</b>
<b>STATUS:</b>	<b>Final</b>

Criteria	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
<b>Knowledge and qualifications</b>					
1. Relevant childcare qualification e.g. CACHE Level 3 (or equivalent).	E	✓		✓	✓
2. GCSE in English and Maths (or equivalent).	E	✓		✓	✓
3. Understanding of health and safety issues that affect the day to day running of childcare services.	E	✓		✓	
4. Knowledge and understanding of safeguarding requirements.	E	✓		✓	
5. First aid qualification.	D	✓		✓	✓
<b>Experience</b>					
6. Experience of supervising work/play with children of primary school age.	E	✓		✓	
7. Experience and interest in the play and emotional needs of children of primary school age.	E	✓		✓	
8. Experience of planning play, arts and sports activities that engage children of primary age.	E	✓		✓	
9. Experience of supporting children in a similar environment.	D	✓		✓	
<b>Skills and competencies</b>					

10. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.	E	✓		✓	
11. Ability to understand and meet children's needs including those of children with special needs.	E	✓		✓	
12. Able to lead and work as part of a team of other staff.	E	✓		✓	
13. Able to use language and other communication skills that children can relate to.	E	✓		✓	
14. Able to establish positive relationships with pupils, parents and staff.	E	✓		✓	
15. Able to use ICT to oversee the running of the club.	E	✓		✓	
16. Able to carry out and report on systematic observations on pupils' knowledge, understanding and skills.	E	✓		✓	
<b>Other</b>					
17. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role.	E	✓			✓
18. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role.	E				✓
19. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible.	E	✓	✓	✓	