



PERSON SPECIFICATION – After School Club Supervisor

Person Specification	Essential	Desirable	Recruiting Method
Education and Training	<p>Good levels of literacy and numeracy</p> <p>NVQ qualification or equivalent experience in a relevant area</p> <p>First Aid qualification or willingness to undertake this on the job</p> <p>Safeguarding training or willingness to undertake this on the job</p>	<p>Basic Health and Safety at Work Certificate</p> <p>Manual Handling Certificate</p> <p>Food Hygiene Certificate</p>	<p>Application</p> <p>Certificates</p>
Skills and Experience	<p>Experience of working with children in a supervisory capacity</p> <p>Experience of supervising staff or demonstrate good leadership skills</p> <p>Experience in preparing and serving simple meals</p> <p>Good communication skills</p> <p>Ability to prioritise between different demands</p> <p>Able to work to deadlines</p> <p>Self-motivated, and able to work in a team</p>	<p>Experience of working with children within a similar environment</p>	<p>Application</p> <p>Interview</p> <p>Assessment</p>
Specialist Knowledge and Skills	<p>Demonstrates an awareness, understanding and commitment to the protection and safeguarding of children and young people</p> <p>Demonstrates an awareness, understanding and commitment to equal opportunities</p>	<p>Ability to work within regulations, policies and procedures</p> <p>Knowledge of a range of issues relevant to education and child development</p> <p>Knowledge and experience of Restorative Justice approaches</p>	<p>Application</p> <p>Interview</p> <p>Assessment</p>
Behaviours and Values	<p>Understand the principles of good team work with colleagues to ensure effective working practices</p> <p>Work constructively as part of a team demonstrating Respect, Tolerance and Kindness</p>	<p>Know safe and acceptable methods for controlling behaviour of pupils in line with school policies and procedures</p>	<p>Application</p> <p>Interview</p> <p>Assessment</p>

	Anticipate and respond to individual pupils, changing approach as required		
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The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.