



Person Specification

JOB TITLE:	Bus Driver
DATE:	March 2024
STATUS:	Final

Criteria	Essential/ Desirable	Application	Tasks	Interview	Vetting Checks
Knowledge and qualifications					
1. Licenced to drive a Minibus and a trailer Categories D1 and D1+E	E	✓		✓	✓
2. Working knowledge of health and safety, relevant to the role.	E	✓		✓	
Experience					
3. Complying with Health and Safety legislation.	E	✓		✓	
4. Previous work driving minibuses and/or coaches.	D	✓			
Skills and competencies					
5. 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	✓		✓	
6. Ability to communicate effectively with all members of the school community.	E	✓		✓	

7. Able to work well with a team of other staff, communicating accurately both verbally and written.	E	✓		✓	
8. To be a competent driver.	E	✓			
9. Able to follow instructions and meet deadlines.	E	✓			
10. Able to work unsupervised and use own initiative.	E	✓			
11. Able to manage time and prioritise tasks effectively.	E	✓			
12. The ability to work flexible hours.	E	✓			
Other					
13. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role.	E	✓			✓
14. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role.	E				✓
15. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible.	E	✓	✓	✓	
16. Full UK Driving Licence	E	✓			✓