



Quarrydale Academy

Person Specification – Cover Supervisor – Grade 4

Criteria	Essential	Desirable	How Identified
Qualifications/Training	<ul style="list-style-type: none"> GCSE or equivalent passes in English and mathematics Evidence of academic or vocational qualifications/training 	<ul style="list-style-type: none"> Evidence of responsibility for/having worked with children Recognised level three academic or vocational qualifications Minibus driving qualification 	Application form
Personal and professional attributes	<ul style="list-style-type: none"> Record of good attendance and punctuality High personal and professional standards, holding positive values and high expectations A positive outlook, a 'can-do' approach Relate well to a range of people, including staff and students. Ability to motivate young people. Good communication skills Commitment to team working. Resourceful and flexible when working Work accurately under pressure Willing to act upon advice and feedback, making adjustments to working practice where necessary Openness to coaching, mentoring, further training 		Application form Interview References

Criteria	Essential	Desirable	How Identified
Skills, Knowledge and understanding	<ul style="list-style-type: none"> • Work as a team member • Prioritise and manage workload well • Have secure literacy, numeracy and ICT skills • Reflect on own work and its impact • Make adjustments to working practice where necessary • Can provide positive and constructive feedback • Establish a purposeful and safe environment, following safeguarding procedures as required • Manage young peoples' behaviour positively and constructively, promoting self-control, independence and cooperation 	<ul style="list-style-type: none"> • Understanding of school procedures • Range of practical skills applicable to working in a school environment • Secure knowledge and experience of a national curriculum subject • Knowledge and experience of working with pupils with additional needs 	Application form Interview References