

**Person Specification**

# Qualifications and Experience

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| --- | --- |
| **Post Title:** | **Lunchtime Supervisor**  |
| **Reporting to:** | **Senior leadership Team** |
|  |  |
|  |  |
| **Essential** | **Desirable** |

* None required **🗸**
* Current First Aid qualification **🗸**

# Skills and Knowledge

* The knowledge and understanding of managing the

behaviour of groups of children. **🗸**

* The knowledge and understanding of child development

 and social interaction **🗸**

* The knowledge and understanding of the value of

constructive play opportunities. **🗸**

* Work as part of a group and individually **🗸**
* Inspire trust and confidence in children **🗸**
* Encourage high standards of pupil behaviour at all times **🗸**
* Liaise with parents in a professional manner **🗸**
* Observe the boundaries of the role, and respect

 confidential information  **🗸**

* Initiate games and activities appropriate to the **🗸**

age of the children

* Relate to children on their level **🗸**
* Remain calm in a crisis  **🗸**
* Recognise behaviour giving cause for concern,

and inform teaching staff **🗸**

* Communicate effectively to an appropriate standard (orally and in writing) **🗸**
* Teach play activities to other Lunchtime Supervisors **🗸**
* Examine systems critically, and suggest ways of improving **🗸**

efficiency

* Commitment to safeguarding and equality **🗸**

**Personal Characteristics**

* Calm under pressure **🗸**
* Empathetic **🗸**
* Well-organised **🗸**
* Able to communicate well with staff and children **🗸**
* Creative **🗸**
* Resourceful **🗸**
* Tolerant **🗸**

**Special Requirements**

* Has had safeguarding training or be willing to undertake

training on appointment, as part of the induction. **🗸**

* Cedar Park is a school where there are no limits; a

world class school that inspires children today, tomorrow

 and for the rest of their lives. I agree to abide by the school **🗸**

 ethos of Being kind, be inspired and believe. Furthermore,

 I will demonstrate the key behaviours of Co-operation,

 Compassion, Courage, Passion, Perseverance and Respect

 whilst working with children and staff.

**NOTE:** Notwithstanding the details in this person specification, the job holder will undertake such duties as maybe determined by the Headteacher commensurate with the principal responsibilities of this role. The duties of the post may vary from time to time without changing the general character or level of responsibility of the role.

Signed to indicate agreement:

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Post-holder)

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Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Headteacher)

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