



Mealtime Assistant Person Specification Grade B

| Area | Essential | Desirable |
|----------------|---|---|
| Qualifications | <ul style="list-style-type: none"> • Basic literacy skills as recognised via a qualification | <ul style="list-style-type: none"> • Relevant NVQ 2 • GCSE grade C English and Maths or equivalent • Makaton • Safety Interventions Training • Food hygiene certificate |
| Experience | <ul style="list-style-type: none"> • Working with Children • Working as part of a team | <ul style="list-style-type: none"> • Experience of working in a school • Experience of working with children or young people who have special educational needs • Experience of record keeping |
| Knowledge | <ul style="list-style-type: none"> • Be willing to gain knowledge of the learning processes and needs of specific children • An understanding of Safeguarding and Child protection • An understanding of Equal opportunities • Basic ICT knowledge – use of mobile/tablet device for accessing emails | <ul style="list-style-type: none"> • Health and safety especially in the outside environment • Child development • Feeding • Understanding of how to ensure good behaviour through positive reinforcement • Experience using Microsoft Outlook |



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| Physical Ability | <ul style="list-style-type: none"> • Run • No significant back problems | <ul style="list-style-type: none"> • Manual handling training • Back awareness training |
| Personal Skills and Qualities | <ul style="list-style-type: none"> • Calm and Patient • Empathic • Organised and reliable • Understanding of importance of confidentiality • Resourceful and flexible • Tolerant • Effective communicator • An appreciation of a sense of humour • Resilient • Committed | <ul style="list-style-type: none"> • Emotional intelligence |