

## Person Specification

<b>Job Title:</b>	Lunchtime Supervisor
<b>Grade:</b>	Grade 1
<b>Location:</b>	Finham Primary School, Green Lane, Coventry CV3 6EJ

<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Understanding of relevant codes of practice/ and legislation</li> <li>• Basic understanding of child development and social interaction</li> <li>• The value of constructive play opportunities</li> <li>• Knowledge and ability to implement a range of strategies to promote good behaviour</li> <li>• Awareness of whole-school confidentiality issues</li> </ul>
<b>Skills and Abilities</b>	<ul style="list-style-type: none"> <li>• Talk to children and adults in a clear and calm manner</li> <li>• Work as part of a group and on their own</li> <li>• Encourage high standards of pupil behaviour at all times</li> <li>• Respect confidential information</li> <li>• Ability to initiate games and activities appropriate to the age of the children</li> <li>• Remain calm in a crisis</li> <li>• Undertake appropriate training as required.</li> <li>• Be able to understand, comply and work within policies: e.g. school behaviour policy, child protection policy, health and safety, confidentiality and other school rules</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• The Midday Supervisor should have experience of supervising children.</li> </ul>
<b>Educational</b>	<ul style="list-style-type: none"> <li>• Current first aid qualification, or the ability to undertake training if not held</li> <li>• Literacy skills to be able to read and understand school policies and complete accident forms.</li> </ul>
<b>Special Requirements</b>	<ul style="list-style-type: none"> <li>• This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment</li> </ul>