



St Mary's Catholic Primary School Playtime Supervisor (10 hours per week) Personal Specification

Criteria	Essential	Desirable	How identified
Application	<ul style="list-style-type: none"> • Fully supported by two references • A fully completed application form, which details previous experience and provides further information about relevant experience and skills. 		Application Form
Education and training	<ul style="list-style-type: none"> • Willingness to participate in training essential to the post 		Application form
Experience	<ul style="list-style-type: none"> • Commitment to and pride in previous jobs/roles undertaken 	<ul style="list-style-type: none"> • Prior experience of working with children. 	Application form References
SKILLS, KNOWLEDGE and APTITUDE	<ul style="list-style-type: none"> • Be aware of responsibilities under child protection legislation, and reporting concerns to a senior supervisor or the head teacher • Have experience of dealing with children • Be organised and be able to keep simple records • Awareness of health and safety issues • Willingness to attend relevant training courses 	<ul style="list-style-type: none"> • Have some basic first aid knowledge. • An understanding that school is central to and embedded in the life of the community 	Application form Interview References

PERSONAL ATTRIBUTES	<ul style="list-style-type: none">• Relate well to children and staff.• Be responsible.• Be assertive.• Respond calmly and quickly to developing situations.• Respect school policies and guidelines.• Work well in a team setting.• Be flexible and use their initiative.• Have a good sense of humour.	<ul style="list-style-type: none">• The ability to work unsupervised.	Application Form Interview References
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