**MAPLE GROVE PRIMARY SCHOOL**

**Midday Assistant (PRIMARY)**

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| **PERSON SPECIFICATION FORM** **JOB REQUIREMENTS**  | **Essential**  | **Desirable**  |
| **Qualifications and Experience**  |
| NVQ2  |  | √ |
| Current First Aid Certificate  |  | √ |
| Experience of working with children  | √ |  |
| Experience of working as part of a team to achieve objectives  | √ |  |
| **Education and Training** |
| Ability to communicate effectively in English | √ |  |
| **Skills, Knowledge and abilities** |
| Ability to have positive interactions with adults and children of all ages  | √ |  |
| Ability to work with children from a wide range of social and cultural backgrounds  | √ |  |
| Ability to help children resolve conflicts constructively  | √ |  |
| Ability to deal in a calm and confident manner with behavioural issues  | √ |  |
| Ability to deal effectively with minor accidents and injuries  | √ |  |
| Able to maintain confidentiality at all times about school issues, within school and in the wider community  | √ |  |
| Knowledge and understanding of Health & Safety standards within a school setting, particularly security  |  | √ |
| **Other Job Specific Requirements** |
| A willingness to promote the ethos of the school  | √ |  |
| Commitment to the School’s Equal Opportunities Policy and Acceptance of their responsibility for its practical application.  | √ |  |
| Commitment to understand and comply with the requirements of the Health and Safety at Work Act 1974.  | √ |  |
| **Disqualifying Factors**  |
| Indication of sexist, racist, or anti-disability attitudes or any other attitudes in conflict with the School’s Equal Opportunities Policy  |
| An inability to provide relevant documentation which permits working in the UK eg, visa and work permit, birth certificate  |

*E = Essential requirements (those without which a candidate would simply be unable to do the job)*

*D = Desirable (those which would be useful for the post-holder to possess)*