



EDWARDS HALL PRIMARY SCHOOL

Personal Specification –Mid Day Assistant

| Knowledge/Experience | D- desirable E- essential | Evidence |
|---|--------------------------------------|---|
| Experience of working within a Primary setting | D | Application form – references – interview |
| An awareness of safety and hygiene | E | Application form – references - interview |
| An understanding of managing the behaviour of different groups of children | E | |
| Qualifications | | |
| First Aid certificate | D | Application form - interview |
| Skills | | |
| Experience of working with young children | D | Application form – references |
| Physical fitness appropriate to the tasks in the job description | E | Application form – references - interview |
| Ability to follow instructions and communicate effectively with all members of the school community | E | Application form – references |
| Ability to observe and monitor children's behaviour and to intervene when necessary | D | Application form – references -interview |
| Enjoy working with children and leading activities | E | Application form – references -interview |

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|--|---|---|
| Have a good standard of written and spoken English | E | Application form - interview |
| Knowledge of different playground games and their rules | D | Application form – references |
| An ability to respond calmly to emergencies. | E | Application form – references |
| Personal Qualities | | |
| Be able to display total confidentiality, honesty, integrity and reliability | E | Application form – references - interview |
| Ability to use initiative to deal with challenges that the job can present | E | Application form – references - interview |
| A willingness to be helpful and support staff and school in practical ways | E | Application form – references |
| High levels of energy and enthusiasm | E | Application form – references - interview |
| A sense of humour and affable nature | E | Application form – references - interview |
| Willingness to undertake training | E | Application form – interview |
| Willingness to work flexible hours if required | E | Application form – interview |