

TENDRING PRIMARY SCHOOL

MIDDAY ASSISTANT

PERSON SPECIFICATION

The Head of School and Governors are seeking to appoint an enthusiastic and energetic member of staff who has the following:

- The ability to work effectively as part of a team
- The ability to be able to work under supervision, follow instructions and also to use initiative when appropriate
- Demonstrable knowledge of high standards of hygiene practices
- The capability to perform physical tasks, e.g. lifting equipment
- Adaptability
- Good listening skills
- An ability to organise children
- A belief and understanding of equal opportunities
- A willingness to continue to undertake appropriate training
- An awareness of issues to do with First Aid and Health & Safety generally, and a willingness to gain basic first aid certificates
- Capacity to work extra hours if required.

Candidates must be:

- Sensitive
- Discreet and able to keep confidentiality at all times
- Flexible
- Able to demonstrate that they relate well to children, show patience, understanding and deal with children in a patient, caring, understanding but firm manner
- Positive and encouraging