

Person Specification: **SUPERVISORY ASSISTANT**



SKILLS/ABILITY/EXPERIENCE	To do what?	How well? Now or with training?	Importance at the time of appointment 1-Low 5-High
<p><u>KNOWLEDGE</u></p> <p>Previous experience of interacting with children (whether as a parent/carer or through employment)</p> <p>Basic awareness of health and safety issues</p>	<p>To supervise and interact with young children</p> <p>To ensure children's safety at mealtimes and playtimes</p>	<p>Now</p> <p>With training</p>	<p>5</p> <p>3</p>
<p><u>INTERPERSONAL & COMMUNICATION SKILLS</u></p> <p>Reasonable level of verbal communication</p> <p>Ability to work well as a member of a team</p>	<p>To interact effectively with the children</p> <p>To develop and maintain effective working relationships with colleagues</p>	<p>Now</p> <p>Now</p>	<p>5</p> <p>5</p>
<p><u>INITIATIVE & INDEPENDENCE</u></p> <p>Ability to use own initiative (within scope of set school procedures)</p>	<p>To respond reasonably and sensibly to any unanticipated situations</p>	<p>With Support</p>	<p>3</p>
<p><u>PHYSICAL DEMANDS</u></p> <p>Reasonable level of physical fitness/mobility</p>	<p>To interact with, play with and respond to needs of the children</p>	<p>Desirable</p>	<p>3</p>
<p><u>RESPONSIBILITY FOR PEOPLE</u></p> <p>Understanding of key safeguarding issues and procedures</p>	<p>To ensure correct reporting and monitoring of any safeguarding issues arising across the school</p>	<p>Awareness of sensitivity of these issues NOW. Training in school procedures given</p>	<p>4</p>