



PERSON SPECIFICATION

JOB TITLE	Midday Supervisor
DEPARTMENT	Whole School

CRITERIA	ESSENTIAL	DESIRABLE	EVIDENCED IN:
QUALIFICATIONS:			
<ul style="list-style-type: none"> GCSE or equivalent, including English and Mathematics. 1st Aid Paediatric qualification. 	✓	✓	A A
EXPERIENCE:			
<ul style="list-style-type: none"> Prior experience in working with children. Experience of working within an educational establishment. 	✓	✓	A R I A R I
PERSONAL QUALITIES:			
<ul style="list-style-type: none"> Tact, discretion and diplomacy to work with confidential information and build relationships. Proactive approach to work; being responsive, empathetic and supportive to all within the school. Hard working and enthusiastic, presenting a professional manner at all times. Self-motivated with a can-do approach. Resilience, flexibility, confidence and commitment to produce an efficient and high-quality service. Commitment to your own CPD. Patience, able to use initiative and enjoy attention to detail. A sense of humour. 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		A I A I A I A I A I A I A I A I
KNOWLEDGE, SKILLS & APTITUDES:			
<ul style="list-style-type: none"> Ability to work independently and as a member of a team, actively promoting teamwork. Excellent communication skills. Excellent interpersonal skills. Ability to respond positively to and actively support the HR Administrator and Senior Staff. 	✓ ✓ ✓ ✓		A R I A R I A R I A R I

AVON HOUSE PREPARATORY SCHOOL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN.

ALL APPOINTMENTS ARE SUBJECT TO AN ENHANCED DBS CHECK AND CHECKS WITH PREVIOUS EMPLOYERS.

June 2022