



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