



# Person Specification

**Job Title: Mid-day Assistant**

**Grade 3**

	<b>Selection Criteria Essential</b>	<b>Selection Criteria Desirable</b>	<b>How Assessed</b>
<b>Education</b>	Basic Maths and English		
<b>Experience</b>	Enjoy working with children	Experience of working in a childcare setting	Application Form/Interview
<b>Skills and Abilities</b>	<p>Able to follow instructions and procedures</p> <p>Able to communicate effectively</p> <p>Able to complete work to set deadlines</p> <p>Able to work in accordance with the school's health and safety policies</p> <p>Able to be flexible and to work on own initiative within school guidelines</p> <p>Able to carry out a range of tasks which can be physically demanding, e.g. lifting, carrying, stretching, crouching etc</p>		<p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p>
<b>Knowledge</b>	Understand the reasons why a school environment needs to be safe and secure		Application Form/Interview

	Understanding of why both safeguarding and confidentiality are important in a school		Application Form/Interview
<b>Work circumstances</b>	To wear appropriate uniform		Interview