



EDWARDS HALL PRIMARY SCHOOL Personal Specification –Mid Day Assistant

Knowledge/Experience	D- desirable E- essential	Evidence
Experience of working within a Primary setting	D	Application form – references – interview
An awareness of safety and hygiene	E	Application form – references - interview
An understanding of managing the behaviour of different groups of children	E	
Qualifications		
First Aid certificate	D	Application form - interview
Skills		
Experience of working with young children	D	Application form – references
Physical fitness appropriate to the tasks in the job description	E	Application form – references - interview
Ability to follow instructions and communicate effectively with all members of the school community	E	Application form – references
Ability to observe and monitor children’s behaviour and to intervene when necessary	D	Application form – references -interview
Enjoy working with children and leading activities	E	Application form – references -interview

Have a good standard of written and spoken English	E	Application form - interview
Knowledge of different playground games and their rules	D	Application form – references
An ability to respond calmly to emergencies.	E	Application form – references
Personal Qualities		
Be able to display total confidentiality, honesty, integrity and reliability	E	Application form – references - interview
Ability to use initiative to deal with challenges that the job can present	E	Application form – references - interview
A willingness to be helpful and support staff and school in practical ways	E	Application form – references
High levels of energy and enthusiasm	E	Application form – references - interview
A sense of humour and affable nature	E	Application form – references - interview
Willingness to undertake training	E	Application form – interview
Willingness to work flexible hours if required	E	Application form – interview