



Rosh Pinah  
Primary School

## PERSON SPECIFICATION: Mealtime Supervisor

Job Title: Mealtime Supervisor

Line Manager: School Business Manager

*This person specification should be used in relation to the relevant Job Description*

	Essential	Desirable
<b>Experience</b>	<p>Experience of working with children or young people</p>	<p>Experience of lunchtime supervisory role or experience of working with children in a school environment</p> <p>Experience of actively initiating and promoting play activities with children</p> <p>Successful completion of relevant training course e.g first aid, hygiene etc</p> <p>Experience of working effectively as a member of a team</p>
<b>Skills</b>	<p>Effective communication skills and good literacy skills</p> <p>Communicate clearly with staff and children</p> <p>Ability to work effectively as a part of a team.</p> <p>Ability to motivate and positively interact with children.</p> <p>Ability to engage children in cooperative play</p> <p>Settle disputes between children calmly and fairly.</p> <p>React calmly and appropriately in an emergency, with the health and safety of both pupils and staff a prime concern.</p> <p>Ability to supervise and organise pupils during the dining hall and during lunchtime play. Able to promote the safe and appropriate use of play equipment through example and guidance</p> <p>Ability to maintain confidentiality Ability to show initiative and apply effective strategies to deal with situations which may arise in school</p>	<p>Play leader skills and/or experience</p> <p>First Aid qualification</p> <p>Up to date safeguarding qualification</p> <p>Knowledge of different playground games and activities</p>



## PERSON SPECIFICATION: Mealtime Supervisor

### Knowledge and Understanding

The Teaching Assistant will be able to:

- help all staff to achieve their objectives;
- assist children on an individual basis, in small group and whole class work;
- explain tasks simply and clearly and foster independence;
- supervise children, and adhere to defined behaviour management policies;
- accept and respond to authority and supervision;
- work with guidance, but under limited supervision and ability to show initiative;
- liaise and communicate effectively with others whilst maintaining confidentiality;
- demonstrate good organisational skills;
- reflect on and develop professional practice;
- display work effectively, and make and maintain basic teaching resources.

Know and apply positive handling techniques for managing behaviour and personal skills

In addition, the Teaching Assistant might also be able to:

- monitor, record and make basic assessments about individual progress
- suggest alternative ways of helping children if they are unable to understand;
- describe, in simple terms, the process of behaviour management with children;
- identify gaps in their own experience that they need help in filling;

demonstrate the ability to learn and adapt from past experience.