Person Specification

Skills and abilities	Essential	Desirable	Assessed by
Able to organise one's own work, to prioritise tasks and keep to deadlines	✓		Application and interview
Able to work independently and support the work of the team	✓		Application and interview
Able to be flexible and respond effectively to the 'unexpected'	✓		Application and interview
Able to communicate and interact effectively with adults and children and young people	✓		Application and interview
Able to apply instructions given by teachers or supervisors	✓		Interview
Able to maintain confidentiality of pupil information	✓		Interview
Able to demonstrate respect for pupils and be able to listen to their views	✓		Interview
Knowledge			
A basic understanding of health, safety and security issues in schools		✓	Interview
Qualifications and experience			
First aid certificate (or willingness to complete the training)		✓	Application and interview
Experience, on a voluntary or paid basis, of working with children or young people		✓	Application and interview
Previous experience of working in a school, nursery or playgroup (on a paid or voluntary basis)		✓	Interview
Willingness and motivation to participate in any training or development required to improve skills/performance	✓		Application and interview
Willingness and motivation to achieve Level 2 certification in literacy and numeracy	✓		Interview