

## Durham Trinity School & Sports College

### Person Specification for Lunchtime Supervisory Assistant

Category	Essential criteria	Desirable criteria	How this will be measured
Application	Completed Durham County Council support staff application form 2 fully supportive references		Application form References
Qualifications	Willingness to participate in development and training opportunities	Moving & Handling training Team Teach training	Certificates/CPD record
Knowledge	Working with or caring for children	Basic childcare and health and safety knowledge	Application form Interview References
Experience	Experience of establishing positive relationships with children	Experience of working with pupils with special educational needs in a special school setting	Application form Interview References
Skills & abilities	Ability to use language and other communication skills that children can relate to Ability to demonstrate active listening skills Ability to emphasise with the needs of children Ability to work within and apply all school policies Ability to work effectively with colleagues Ability to work as part of a team		Application form Interview References
Personal qualities	Have a polite, friendly and flexible approach to work Have a good sense of humour Be confident and present a positive approach Be reliable and punctual Be committed to training and professional development. To remain calm and professional at all times Have good organisational skills Be emotionally and physically resilient to pupils who may present challenging behaviour		Application form Interview References