**Oaklands Person Specification for Special School Lunchtime Assistant**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Essential | Desirable | Assessed via |  |  |
| **Qualifications** | | | | | |
| Full Food Hygiene certificate |  | 🗸 | Application form & certificate |  |  |
| **Experience** | | | | | |
| Experience working with children | 🗸 |  |  |  |  |
| Experience working in a school or similar environment |  | 🗸 | Application form |  |  |
| Experience working in a special school |  | 🗸 | Application form |  |  |
| **Knowledge and Skills** | | | | | |
| Understands the needs of students with learning difficulties |  | 🗸 | interview |  |  |
| Experience leading play activities |  | 🗸 | interview |  |  |
| Able to, speak and write in grammatically correct English | 🗸 |  | Interview/task |  |  |
| Ability to read and write adequately to be able to read and understand pupil documentation and produce brief written incident reports. | 🗸 |  | task |  |  |
| Ability to speak more than one language |  | 🗸 | interview |  |  |
| **Personal Qualities** | | | | | |
| Willing to attend to the personal care needs of disabled children including toileting and feeding | 🗸 |  | interview |  |  |
| The candidate is willing to put our students needs at the centre of all they do at work. | 🗸 |  | interview |  |  |
| Reliable. Excellence record in both attendance and punctuality. | 🗸 |  | Reference |  |  |
| Able to work in team | 🗸 |  | Interview  task |  |  |
| Able to work under own initiative when the situation demands this | 🗸 |  | Task in tray |  |  |
| Sensitivity to the challenges faced by students, staff and families | 🗸 |  | Task in tray |  |  |
| Approachable, polite and professional | 🗸 |  | Interview |  |  |
| Resilient. Able to meet demands of a challenging high pressured environment and deal with emergencies when required | 🗸 |  | interview |  |  |
| Flexible. Able to manage last minute changes when required | 🗸 |  | interview |  |  |
| Physically able to undertake all aspects of the role | 🗸 |  | interview |  |  |
| High expectations of self and others | 🗸 |  | interview |  |  |
| Well-groomed and presented in line with requirement of the role. | 🗸 |  | interview |  |  |
| Committed to equality of opportunity for all | 🗸 |  | interview |  |  |

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