



Person Specification

Midday Supervisor

Kingsway Primary School

A Person Specification defines the required qualifications, knowledge, skills and qualities of the staff sought by Minster Trust for Education (MITRE) Trustees in the recruitment and selection process. All members of staff employed by MITRE must support and promote the Trust's aims:

1. Raising the aspiration of all within MITRE to achieve the very best for all members of its learning communities.
2. Working within MITRE and with the wider community to design and deliver an inclusive, innovative and stimulating curriculum for children.
3. Creating a culture and environment where safeguarding and wellbeing are paramount.
4. Developing and nurturing a collective approach to raising achievement through appropriate challenge and support and a commitment to early intervention.
5. Providing a teaching and learning environment and culture where all feel safe to take measured risks in order to learn and grow.
6. Equipping and developing all professionals engaged in delivering the curriculum with excellent knowledge and skills, through high quality leadership and management so that we grow highly effective staff at all levels to ensure there is strength across the Trust.
7. Sharing our teaching and learning environments whilst enabling each school to develop its own culture, beliefs and ethos as appropriate within the overall MITRE framework.
8. Maximising opportunities to share outstanding resources that underpin the teaching and learning environments across MITRE.
9. Creating development plans (Trust and school) to support the strategic vision which is agreed, shared and consistently applied across MITRE.
10. Ensuring Church Schools are run in accordance with the principles and practices of the Church of England.



| ATTRIBUTES | | REQUIREMENTS | |
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| | <i>Essential</i> | <i>Desirable</i> | |
| Education and Training | <ul style="list-style-type: none"> • Good literacy and numeracy skills gained from general education (W, D) • Willingness to undertake appropriate training as required (I) | <ul style="list-style-type: none"> • Current First Aid Qualification (W, D) | |
| Experience | <ul style="list-style-type: none"> • Experience of supervising children (W, I). • Knowledge of successful ways to manage student behaviour (W, I) • Knowledge and understanding of the value of constructive play opportunities (W,I) • Awareness of children with special educational needs (dietary, emotional and physical) (W, I) • Awareness of children on special restricted diets for medical reasons (W, I) | <ul style="list-style-type: none"> • Experience of working with groups of children on a voluntary or paid basis (W, I) • Previous experience in a school setting (W, I) • Basic awareness of safeguarding children/child protection legislation (I) | |
| Skills and Abilities | <ul style="list-style-type: none"> • Ability to talk to children and adults in a clear and calm manner (I) • Ability to work as part of a group or on own (I) • Ability to encourage high standards of student behaviour at all times (I) • An understanding of the confidential nature of aspects of the role. (W, I) • Inspire trust and confidence in children • Initiate games and activities appropriate to the age of the children (I) • Relate to children at their level (I) | <ul style="list-style-type: none"> • Ability to recognise behaviour giving cause for concern, and inform senior midday. (I) | |



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| <p>Personal Qualities</p> | <ul style="list-style-type: none"> • Calm under pressure (I) • Empathetic (I) • Tolerant (I) • Well organised (W) • Able to communicate clearly and effectively both verbally and in writing with a range of internal/external stakeholders (W, I) • Resourceful (W) • Shows respect for the ethos of the school (I) | |
| <p>Other Conditions</p> | <ul style="list-style-type: none"> • Able to fulfil all aspects of the Job Description (I). • Set a good example of professional standards and abide by the Trust's and School's Code of Conduct (I). • Must satisfy relevant pre-employment checks (D). • This post will involve contact with vulnerable groups (children, young people and/or adults) and is therefore exempt from the Rehabilitation of Offenders Act 1974 and subject to an Enhanced DBS check (D). | |
| <p>Equal Opportunities and Safeguarding</p> | <ul style="list-style-type: none"> • Commitment to equal opportunities (I). • Commitment to safeguarding students with full adherence to child protection and safeguarding policy and staff codes of conduct (W,I). • Must be able to recognise discrimination in its many forms and be willing to put equality policies into practice (I). | |

Evidence key: Written Application (W), Documentary evidence (D), Interview/assessment (I)

Note: When completing your application please ensure that you provide evidence of how you meet those requirements noted as essential and evidenced by your written application (W). Failure to do so is likely to result in you not being shortlisted for interview.