

Pioneer Educational Trust Person specification: Lunchtime Controller		
Section	Essential Criteria	Desirable Criteria
Education & Qualifications	First aid qualification or willingness to gain one	
	Evidence of continuing professional development (CPD)	
Experience	Experience of working with children	
	Excellent communication skills with children and adults	
Knowledge & Skills	Ability to use own initiative	Understanding of the needs of young children, including those with behavioural issues, EAL, and SEND
	Competent use of Microsoft packages such as Word, Outlook, Excel and PowerPoint, [and other IT/MIS systems, including interrogation, analysis and reporting of data]	
	Ability to work as part of a team	
	Willingness to learn, attend and apply training provided	
	Ability to ensure the safety, wellbeing and positive behaviour of all children	
	Strong verbal and written communication skills appropriate to the need to communicate effectively with colleagues, pupils, parents and other professionals	
	Enthusiastic	
Professional behaviours	Flexible and adaptable approach	
	Commitment to the highest standards of child protection, understanding of safeguarding responsibilities and to follow Pioneer's safeguarding policies and to the Trust's ethos, aims and its whole community	
	Promote and embed equality, diversity, inclusion and belonging as an integral aspect of working	
	Demonstrate integrity and credibility	