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| **Walter Infant School and Nursery**WokinghamLogo colour No 3PERSON SPECIFICATION |  |

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| School: WALTER INFANT SCHOOL AND NURSERY | **Education & Community Services** |
| **Job Title: LUNCHTIME CONTROLLER** | **Part time (7 hours 30 mins per week) term time only. Permanent** |
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| **Qualifications/Education/Training:** |
| First aid training is desirable |

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| **Experience** |
| Experience of working with children in an educational setting is desirable |

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| **Knowledge, Skills and Abilities** |
| * Be able to communicate professionally with colleagues, other professionals and most importantly, young children
* Good verbal and written communication skills using accurate written and spoken English
* The ability to follow specific instructions from the Lunchtime Supervisor, class teachers or senior management team
* Willingness to adhere to school polices and codes of practice and awareness of relevant legislation such as equal opportunities, SEN and H&S
* A complete understanding of the importance of confidentiality and safeguarding and the ability to follow child safeguarding procedures as directed
* The ability to maintain a professional demeanour in challenging situations
* Good organisational skills; creative, calm, proactive and forward thinking
* Flexible and reliable

You will have the ability to contribute to creating a safe and happy learning environment involving:* Working as a member of a team, offering support and guidance appropriately
* demonstrating good quality practice

You will also:* set high expectations of pupils’ behaviour have the ability to liaise effectively and sensitively
* have the ability to work closely with all staff both in the classroom and within the whole school
* be able to adapt to changing situations and to make good decisions quickly
* enjoy having fun and have a good sense of humour
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