



**Person Specification
Breakfast Club Assistants Role**

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Experience of effectively and proactively working with, and supporting, children in a learning environment.
2	Able to communicate effectively verbally with children, young people, colleagues and parents/carers.
3	Able to establish positive relationships with pupils.
4	Have knowledge of children's play.
5	Experience of childcare organisation.
6	Able to consistently and effectively implement agreed behaviour management strategies.
7	Able to work within and apply all relevant club and school policies.
8	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none"> • motivation to work with children and young people • ability to form and maintain appropriate relationships and personal boundaries with children and young people • emotional resilience in working with challenging behaviours • attitude to use of authority and maintaining discipline. • able to work in partnership with other agencies
9	GCSE in English and Maths (or equivalent) qualification and relevant childcare qualification e.g. CACHE Level 2 (or equivalent).
10	Able to undertake relevant training as required

Desirable

11	Paediatric First Aid Training First Aid Training or willingness to obtain certificate within 3 months
12	Food hygiene qualification

Part B: Assessment Stage

Items 1, 2, and 3 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	Have positive, inclusive values, attitudes and high expectations for all pupils.
2	Able to use language and other communication skills that children can understand and relate to.
3	Able to establish positive relationships with pupils, parents and staff.
4	Able to consistently and effectively implement agreed behaviour management strategies.
5	Able to provide levels of individual attention, reassurance and help with tasks as appropriate to pupils' needs, empathising with these.
6	Able to work within and apply all relevant club and school policies.
7	Able to supervise groups of pupils, deploying suitable activities as well as engaging the pupils with these.
9	Able to lead a team and to work effectively as part of a team.
10	Committed to achieving further professional development
11	Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including: <ul style="list-style-type: none">• motivation to work with children and young people• ability to form and maintain appropriate relationships and personal boundaries with children and young people• emotional resilience in working with challenging behaviours• attitude to use of authority and maintaining discipline.• able to work in partnership with other agencies
12	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.

Desirable

13	Knowledge of pupils with additional needs
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The following methods of assessment will be used:

Method		Method	
Interview	Yes	Presentation	No
Lesson Observation	No	Structured discussion with pupils	No
Other (specify)	No	Other (specify)	No

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Disclosure and Barring Service Check
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2	Additional criminal record checks if applicant has lived outside the UK
3	DBS Barred List Check
3	Medical clearance
5	Two references from current and previous employers (or education establishment if applicant not in employment)
6	Right to work check and any other statutory check required by an educational establishment