

St Patrick's Catholic Primary School PERSON SPECIFICATION

POST: LUNCHTIME PLAY LEADER – GRADE 4			
SKILLS/ ABILITY/ EXPERIENCE	TO DO WHAT?	HOW WELL? NOW OR WITH TRAINING?	HOW IMPORTANT AT THE TIME OF APPOINTMENT?
<u>KNOWLEDGE</u>			
Previous experience of interacting with children (whether as a parent/carer or through employment)	To supervise and interact with young children	Now	5
Awareness of the value of play and its role in the development of young children	To undertake the duties of the role effectively and understand the importance/context of the job To make recommendations concerning play development and the purchase of new equipment/materials	Understanding now	5
Basic awareness of health and safety issues	To ensure children's safety at mealtimes and playtimes	With training	3
First Aid certificate	To administer basic First Aid as required	Not essential	2
<u>MENTAL SKILLS</u>			
Ability to plan and organise play activities	To ensure that children are sufficiently stimulated and occupied and that activities are suitable and varied	With training & support	3

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<u>INTERPERSONAL & COMMUNICATION SKILLS</u>			
Good level of verbal and reasonable level of written communication skills	To interact effectively with the children To make recommendations about new play equipment and play development To maintain accurate records of the children's play activities	Now	5
Ability to work well as a member of a team	To develop and maintain effective working relationships with colleagues	Now	5
<u>PHYSICAL SKILLS</u>			
Limited			
<u>INITIATIVE & INDEPENDENCE</u>			
Ability to use own initiative (within the scope of set school procedures)	To respond reasonably and sensibly to any unanticipated situations	Now	4
<u>PHYSICAL DEMANDS</u>			
Reasonable level of physical fitness	To lead play activities	Now	4

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<u>MENTAL DEMANDS</u> Ability to concentrate for short/medium periods of time	To supervise children and oversee activities	Now	5
<u>EMOTIONAL DEMANDS</u> Occasional			
<u>RESPONSIBILITY FOR PEOPLE</u> Understanding of key safeguarding issues and procedures Undertaking welfare support for children	To ensure correct reporting and monitoring of any safeguarding issues arising across the school To maintain appropriate levels of confidentiality and data security in respect of personal / pupil / colleague information To undertake basic first aid (if trained) and, if required assist children with personal hygiene	Awareness of the sensitivity of these issues now. Training in school procedures given With training	4 3
<u>RESPONSIBILITY FOR SUPERVISION</u> N/A			

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<u>FINANCIAL RESPONSIBILITY</u> None			
<u>RESPONSIBILITY FOR PHYSICAL RESOURCES</u>	Responsibility for ensuring safe and secure storage/maintenance of play resources (responsibility may be shared with others)		