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| This school has a responsibility for, and is committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults, and requires all staff and volunteers to share this commitment. | |

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| **Post Title** | Lunchtime Supervisor/Playworker | **Post No** |  |
| **School** | Bishop Wilson CE Primary School | | |
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| **Salary Band/Range** | Band A | | |
| **Responsible to:** | Business Manager | | |

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|  | **Essential Criteria** | **Desirable Criteria** | **Measured By** |
| **Education & Qualifications** | No formal qualifications required | GCSEs or equivalent  Level 3 TA qualification or equivalent  Playwork qualification  Experience of working in an Early Years setting | Application form and certificates |

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| **Skills & Abilities** | Good timekeeping and interpersonal skills |  | Interview and references |
|  | Problem solving skills: Ability to identify and resolve straight forward problems, e.g. a minor disagreement between pupils, and know when to escalate to an appropriate member of staff |  | Interview |
|  | Team player |  | Interview |
|  | |  | | --- | | Ability to empathise with pupils, in order to maintain appropriate behaviour during school breaks | | Sensitivity to pupils’ individual needs when providing personal care or administering first aid. | |  | Interview |

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| **Experience &**  **Knowledge** | Worked with children or management of own children | Basic knowledge of first aid | Application form, interview |

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| **Core Qualities** | Personal Effectiveness: makes things happen; operates with resilience, flexibility and integrity. |  | Interview |
| Communication: shares and listens to information, opinions and ideas, using a range of effective approaches. |  |  |
| Self-Awareness: learns continuously and effectively adapts behaviour in response to feedback. |  |  |
| Service Delivery: understands customer needs and responds appropriately and demonstrates continuous improvement. |  |  |

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| **Other Requirements** | |  | | --- | | Manual requirements: Ability to cut food for disabled or younger pupils. | | Ability to set up and clear away tables/chairs and assist with cleaning of dining area.  Ability to assist with toileting/changing Early Years pupils. | |  | Interview |

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| **Compiled/Reviewed by** | Mrs L Harrison |
| **Date** | June 2023 |