

**CHINGFORD ACADEMIES TRUST
CHINGFORD FOUNDATION SCHOOL**

MIDDAY ASSISTANT - PERSON SPECIFICATION

JOB REQUIREMENTS	Essential	Desirable
<u>Qualifications and Experience</u>		
Current First Aid Certificate		✓
Experience of working with children	✓	
Experience of working as part of a team to achieve objectives		✓
<u>Education and Training</u>		
Ability to communicate effectively in English	✓	
<u>Ability to speak a community language other than English</u>		✓
<u>Skills, knowledge and abilities</u>		
Ability to have positive interactions with adults and children of all ages	✓	
Ability to work with children from a wide range of social and cultural backgrounds	✓	
Ability to help children resolve conflicts constructively	✓	
Ability to deal in a calm and confident manner with behavioural issues	✓	
Ability to deal effectively with minor accidents and injuries	✓	
Able to maintain confidentiality at all times about school issues, within school and in the wider community	✓	
Knowledge and understanding of Health & Safety standards within a school setting, particularly security		✓
Able to deal with any bullying/challenging behaviour that may require intervention	✓	
Able to follow directions e.g. by Site Services Officer	✓	
<u>Other Job Specific Requirements</u>		
An understanding of Safeguarding and the necessary Child Protection procedures in school.	✓	I/A
A willingness to promote the ethos of the school	✓	
	✓	

Commitment to understand and comply with the requirements of the Health and Safety at Work Act 1974.	✓	
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Other Requirements			
A commitment to on-going personal development and willingness to undertake appropriate training	✓		
Appointment to the post is subject to a satisfactory enhanced Disclosure and Barring scheme check	✓		
This post is exempt from section 4(2) of the Rehabilitation of Offenders Act, 1974, as the duties give you access to persons who are under the age of 18. The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.'	✓		

E = Essential requirements (*those without which a candidate would simply be unable to do the job*)

D = Desirable (*those which would be useful for the post-holder to possess*)

*I - Interview T – Test/Presentation A - Application Form

“The Trust as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf”. (Ref: Safeguarding Children and Safer Recruitment in Education 2007).