## 

## MERSEY VALE PRIMARY SCHOOL PERSON SPECIFICATION

# POST TITLE: After School Club Assistant Scale 1 (Points 2-3)

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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| **KNOWLEDGE & EXPERIENCE** | * Experience of working with children in a play or childcare setting * Experience of working within a team * Experience of general clerical/ administrative work. * Experience of developing and maintaining positive relationships. * Knowledge of Safeguarding and Child Protection procedures * Understanding of positive behaviour management in a play or childcare setting | * Experience of working with children with additional needs | * Application form and interview |
| **EDUCATION AND TRAINING** | * Numeracy and Literacy Skills * Evidence of recent professional development and training * Ability and willingness to identify own training needs, to participate in training and to evaluate own learning | * First Aid Qualification * An appropriate childcare or playwork qualification (NVQ Level 2/3), or the equivalent in experience | * Application form and interview |
| SKILLS | * The ability to plan and facilitate fun and creative play opportunities that promotes and enables inclusion. * To be self-motivated with a positive and enthusiastic attitude to play. * Ability to recognise and act upon Health and Safety issues within a play/childcare setting. * Ability to use own initiative and judgement. * Flexible and supportive approach to teamwork. * Ability to foster warm and positive relationships with children, parents/carers and colleagues. * Excellent communication skills. |  | * Application form and interview |
| WORK RELATED COMMITMENTS | * Ability and willingness to meet Stockport Council’s standard of attendance. * Awareness, understanding and actively supports Stockport Council’s diversity and equality policy. |  | * Application form and interview |