

Person Specification	Lunchtime Assistant
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Key	E (Essential) D (Desirable) A (Application Form) I (Interview)
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	Qualifications	E	D	A	I
1	Level 1 Award in Food Safety in Catering (or able to achieve this within 1 month of starting)		✓	✓	
2	First Aid qualification		✓	✓	
	Successful Experience	E	D	A	I
3	Working in the catering industry or a kitchen environment		✓	✓	✓
4	Experience of working with children	✓		✓	✓
	Skills Able to evidence and demonstrate the ability to:	E	D	A	I
5	Communicate effectively in the English language, both verbally and in writing with all children and adults	✓		✓	✓
6	Follow instructions and carry out routine tasks under the direction of the Catering Manager.	✓		✓	✓
7	Excellent interpersonal skills and the ability to relate to people with understanding and tact; to communicate effectively with a wide range of potential audiences and to listen and understand the point of view and opinions of other people	✓		✓	✓
	Be able to work as part of a team.	✓		✓	
8	Understand the School's Health and Safety policy and other relevant policies and apply them effectively and as appropriate	✓		✓	✓
	Attitudes and Approaches The successful candidate will:	E	D	A	I
9	Have high personal standards including attendance and reliability	✓		✓	✓
10	Have the ability to manage oneself, including time management, professional direction and development and an ability to work effectively, as part of a team, at all times including challenging circumstances	✓		✓	✓
11	Have excellent personal presentation and personal hygiene.	✓			✓
12	Demonstrate a positive approach with enthusiasm and maintain appropriate professional boundaries in relationships with children.	✓		✓	✓

13	Be committed to and be able to actively demonstrate safeguarding and promoting the welfare of children. Demonstrate the ability to uphold public trust and confidence and maintain appropriate, positive, professional boundaries in relationships with both children and adults at all times.	✓		✓	✓
14	Successful enhanced DBS status	✓		✓	