



## Hayton C of E Primary School

### Midday Supervisor / Play Leader Person Specification

A Primary School Midday Supervisor / Play Leader plays a crucial role in ensuring a safe, enjoyable, and enriching environment for children during their lunchtime break.

### Essential Qualifications and Experience:

#### 1. Experience Working with Children:

- Prior experience in a supervisory or support role within a school or childcare setting.
- Understanding of child development and the ability to engage children in play activities.

#### 2. Basic First Aid Qualification:

- Certification in basic first aid or a willingness to obtain one shortly after employment.

#### 3. DBS Check:

- Enhanced Disclosure and Barring Service (DBS) clearance due to the nature of working with children.

### Skills and Abilities:

#### 1. Communication Skills:

- Excellent verbal communication skills to interact effectively with children, colleagues, and parents.
- Ability to give clear instructions and manage children's behaviour in a positive manner.

#### 2. Supervisory Skills:

- Strong leadership skills to oversee and manage groups of children during play and mealtime.
- Ability to implement and maintain school policies related to behaviour and safety.

#### 3. Interpersonal Skills:

- Empathy, patience, and understanding to address children's needs and concerns.
- Ability to build positive relationships with children and staff.

#### 4. Organizational Skills:

- Strong organizational skills to plan and facilitate structured play activities.
- Ability to manage time effectively and handle multiple tasks simultaneously.

#### 5. Problem-Solving Skills:

- Quick thinking and the ability to resolve conflicts or issues that arise during play or mealtime.
- Ability to remain calm under pressure and handle emergencies effectively.

## Personal Attributes:

### 1. Reliability and Punctuality:

- Consistent attendance and punctuality to ensure reliable supervision.
- Dependable and trustworthy, maintaining the school's standards of professionalism.

### 2. Enthusiasm and Energy:

- High energy levels to actively participate in and supervise play activities.
- Enthusiasm for working with children and creating a fun, supportive environment.

### 3. Positive Attitude:

- A positive and encouraging attitude towards children, promoting a happy and inclusive playground environment.
- Proactive in engaging children in various activities and promoting inclusive play.

## Desirable Criteria:

### 1. Additional Training:

- Courses or workshops on behaviour management and inclusive playground strategies

### 2. Experience in Similar Roles:

- Experience as a play leader, teaching assistant, or similar role within an educational setting.
- Familiarity with school lunchtime routines and procedures.

## Responsibilities:

### 1. Supervision:

- Ensure the safety and well-being of children during lunchtime, including playtime and while eating.
- Monitor playground activities to prevent accidents and resolve any incidents of inappropriate behaviour.

### 2. Activity Coordination:

- Plan, organize, and lead structured and unstructured play activities that engage children of all abilities.
- Encourage positive social interactions and cooperative play among children.

### 3. **Behaviour Management:**

- Implement school behaviour policies consistently and fairly.
- Provide guidance and support to children in managing their behaviour and resolving conflicts.

### 4. **First Aid and Safety:**

- Administer basic first aid when necessary and ensure the safety of all children in the playground and dining areas.
- Report any incidents or concerns to the relevant school staff promptly.

### 5. **Communication:**

- Communicate effectively with teachers, school staff, and parents about any issues or concerns regarding children during lunchtime.
- Attend training sessions and meetings as required to stay updated on school policies and best practices.