

PERSON SPECIFICATION

Lunchtime Controller



**Walter Infant School &
Nursery**
Wokingham

School: WALTER INFANT SCHOOL & Nursery	Education & Community Services
Job Title: LUNCHTIME CONTROLLER	Part Time, Term Time only, Permanent

Qualifications/Education/Training:

First aid training is desirable

Experience

Experience of working with children in an educational setting is desirable

Knowledge, Skills and Abilities

Be able to communicate professionally with colleagues, other professionals and most importantly, young children

Good verbal and written communication skills using accurate written and spoken English

The ability to follow specific instructions from the Lunchtime Supervisor, class teachers or senior management team

Willingness to adhere to school policies and codes of practice and awareness of relevant legislation such as equal opportunities, SEN and H&S

A complete understanding of the importance of confidentiality and safeguarding and the ability to follow child safeguarding procedures as directed

The ability to maintain a professional demeanour in challenging situations

Good organisational skills; creative, calm, proactive and forward thinking

Flexible and reliable

You will have the ability to contribute to creating a safe and happy learning environment involving:

- Working as a member of a team, offering support and guidance appropriately
- demonstrating good quality practice

You will also:

- set high expectations of pupils' behaviour have the ability to liaise effectively and sensitively
- have the ability to work closely with all staff both in the classroom and within the whole school
- be able to adapt to changing situations and to make good decisions quickly
- enjoy having fun and have a good sense of humour