

**Wraparound Care Assistant - Person Specification**

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| **JOB REQUIREMENT** | **Essential** | **Preferred** | **\* How assessed** |
| **Qualifications, knowledge and experience** | Knowledge of child development and children’s personal development needs | √ |  | A & I |
| Knowledge of strategies which promote good behaviour and discipline | √ |  | A & I |
| Experience of working with groups of children | √ |  | A & I |
| A basic understanding of food hygiene and a willingness to undergo training. | √ |  | A  |
| Level 2 Qualification in Childcare/Early Years (or equivalent) |  | √ | A  |
| Paediatric first aid qualification or willingness to undertake | √ |  | I |
| **Personal and interpersonal**  | **Interacting and Presenting – Relating & Networking**Establishes good relationships with staff & pupils; relates well to people at all levels. Ensures image is respectable and professional at all times. | √ |  | I |
| **Organising and Executing – Following Instructions & Procedures**Appropriately follows instructions from others without unnecessarily challenging authority; follows procedures and policies; keeps to schedules; arrives punctually for work and meetings; demonstrates commitment to the organisation; complies with legal obligations and safety requirements of the role. Ability to use initiative and problem solve. | √ |  |  I  |
| **Leading and Deciding – Leading and Supervising**Provides pupils with a clear direction; sets appropriate standards of behaviour, in line with school policies, procedures and guidelines. | √ |  | I |
| **Supporting and Co-operating - Working with People**Demonstrates an interest in and understand of others; adapts to the team and supports team spirit; listens, consults others and communicates well; supports and cares for others; develops and openly communicates self-insight | √ |  | I |
| **Child Protection** | A commitment to the responsibility of safeguarding and promoting the welfare of young people. | √ |  | I |
| Enhanced DBS disclosure *(to be completed by preferred candidate following interview).* | √ |  | C |
| Willingness to undertake Child Protection training when required. | √ |  | I |

\* A = application, C = clearances, I = interview, T = task