



South Tyneside Council

CHILDREN'S SERVICES

PERSON SPECIFICATION

POST TITLE: Supervisory Assistant

GRADE: Band 3

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment		- Classroom Assistant Certificate or working towards this, or equivalent - Current First Aid qualification	- Application form - Certificates
Work Experience	Experience of working with children in a formal setting on a voluntary or paid basis		- Application form - Interview - References
Knowledge/ Skills/ Aptitudes	- Knowledge and understanding of managing the behaviour of groups of children - Displays commitment to the protection and safeguarding of children - Effective verbal and written communication skills - Knowledge and understanding of child protection and safeguarding issues	- Knowledge and understanding of child development and social interaction - Knowledge of constructive play opportunities	- Interview - References
Disposition	- Able to work well as part of a team - Able to use own initiative - Encourage high standards of pupil behaviour at all times - Able to liaise with parents in a professional manner; observe the boundaries of the role, and respect confidential information - Able to initiate games and activities appropriate to the age of the children - Able to relate to children on their level - Flexible approach to work	- Recognise behaviour giving cause for concern, and inform teaching staff - Able to teach play activities - Able to examine systems critically, and suggest ways of improving efficiency	- Interview - References

	Committed to the principles of equality and diversity		
Circumstances	Enhanced clearance from the Disclosure and Barring Service		DBS check

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

Date: 28.09.26