



'St Julie's Catholic High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and visitors to share this commitment'

Person Attributes Required (on the basis of the Job Description)	Essential (E) Or Desirable (D)	To be identified by Application Form (A) Interview (I)
Qualifications <ul style="list-style-type: none"> • Educated to a minimum of GCSE standard with Maths and English achieved at Grade C or above. • First Aid qualified or working towards Certification 	<p style="text-align: center;">E</p> <p style="text-align: center;">D</p>	<p style="text-align: center;">A</p> <p style="text-align: center;">A</p>
Knowledge /Skills /Abilities <ul style="list-style-type: none"> • Detailed knowledge of Health & Safety legislation as it relates to the work of a school • Ability to work effectively within a team • Ability to use ICT equipment • Ability to identify work priorities and manage own workload • Ability to maintain accurate work records and inventories • Ability to prepare equipment for lessons, as requested by the teaching staff • Ability to design, develop and maintain specialist resources • Ability to demonstrate developed interpersonal and communication skills • Be reliable, resourceful and take the initiative to: <ul style="list-style-type: none"> • help professional staff to achieve their objectives; • supervise children, and adhere to defined behaviour management policies; • accept and respond to authority and supervision; • work with guidance, but under limited supervision; • demonstrate good organisational skills; • reflect on and develop professional practice; • display work effectively, and make and maintain basic teaching resources. • understand the roles played by various adults in a child's education; • aware of and understand the safeguarding of children 	<p style="text-align: center;">D</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p> <p style="text-align: center;">E</p>	<p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A/I</p> <p style="text-align: center;">A</p> <p style="text-align: center;">A</p>
Personal Qualities <ul style="list-style-type: none"> • Highly organised and ability to work independently • A passionate belief in the school's mission statement. • Highest levels of professional and personal integrity. • A strong commitment to the personal, spiritual, social and health development of young people. • Personal resilience, persistence and perseverance. • Commitment to undertaking training where required. • Support and contribute to the school's responsibility for safeguarding students 	<p style="text-align: center;">E</p>	<p style="text-align: center;">AI</p>



<ul style="list-style-type: none"> • Work with in the school's health and safety policy to ensure a safe working environment for staff, students and visitors. • Work within the school's policies to promote equality of opportunity for all students and staff, both current and prospective 		
<p>Motivation</p> <ul style="list-style-type: none"> • demonstrate the ability to learn and adapt from past experience. • have a positive and enthusiastic attitude • be flexible and adaptable in approach • have a well organised and systematic approach to work 	<p>E</p> <p>E</p> <p>E</p> <p>E</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
<p>Special Requirements</p> <ul style="list-style-type: none"> • Must be flexible and willing to work in the evening at school events ie, Open Evenings, Parents' Evenings, Annual Student Achievements' Celebration. • Commitment to supporting the school aims and actively implement the school's policies. 	<p>E</p> <p>E</p>	<p>I</p> <p>A/I</p>