



**WRAP AROUND CARE LEADER (JUNIOR SCHOOL) –  
PERSON SPECIFICATION**

	<b>Essential</b>	<b>Desirable</b>
<b>Educational Qualifications and Achievements</b>	Basic level of numeracy & literacy	Basic First Aid (relevant training will be provided)  A Level 1 or 2 childcare qualification
<b>Knowledge and Experience</b>	Understanding of safeguarding (relevant training will be provided)	Experience of a school setting  Knowledge of Health & Safety procedures (relevant training will be provided)  Dealing with parents queries and issues effectively
<b>Skills and Abilities</b>	Excellent attention to detail  Organisational skills  Ability to communicate to a variety of groups from children to parents and from teachers to senior managers	Basic First Aid (relevant training would be provided if required)
<b>Attributes/Qualities</b>	Develop positive relationships with staff, pupils and parents  Affinity with young children  Work individually and as a member of a team  Punctuality and good time management  Professional appearance and manner	Able to use own initiative  Open to new ideas and willing to try different working practices