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| Post Number | 344 |
| Job Title | Prefect |
| Department | St Joseph’s Catholic Primary School |
| Prepared by and date | Mr Turner September 2019 |

**M23 – Employee Specification – Prefect**

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| **Essential Personal Attributes** | **Stage Identified** | **Desirable Personal Attributes** | **Stage Identified** |
| **Qualifications**  Working towards Y6 Assessments  Nomination from staff and/or peers | App | Served on other school boards e.g School Council, play leader etc | App/Int |
| **Experience**  Served the community of St Joseph’s School  Made a positive impact to the life and ethos of the school  Demonstrate Outstanding levels of behavior, care and compassion over a sustained period | App/Int | Evidence of involvement with the extended school family of St Joseph’s/Holy Name Parish | App/Int |
| **Knowledge and Skills**  Excellent interpersonal skills  Excellent Communicator  Outstanding behavior at all times  The ability to lead by example  A detailed and robust knowledge of the school code of conduct | App/Int | Ability to communicate with a variety of ages by demonstrating knowledge of interests and developmental stage | App/Int |
| **Special Requirements**  An understanding of the need to give up own time  A commitment to promoting the discipline, care and ethos expected within school at all times  To act as an ambassador for the school  To attend events outside of the school day e.g. new parent meetings  To be able to provide visitors to the school with key information and answer any questions | App/Int | To be able to monitor and report back to staff standards of all aspects of school life | App/Int |