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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 AssessmentsNomination 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 SchoolMade a positive impact to the life and ethos of the schoolDemonstrate 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 skillsExcellent CommunicatorOutstanding behavior at all timesThe ability to lead by exampleA 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 timeA commitment to promoting the discipline, care and ethos expected within school at all timesTo act as an ambassador for the schoolTo attend events outside of the school day e.g. new parent meetingsTo 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 |