

Glebe School

An ambitious, inspirational trust, providing outstanding learning and support

PERSON SPECIFICATION

Medical Officer

CRITERIA	Essential/ Desirable		Assessed by: Application Form /Interview	
	E	D	AF	I

QUALIFICATIONS & EXPERIENCE	E	D	AF	I
Trained in First Aid at Work or relevant experience through previous roles	✓		✓	
Experience of working with children of relevant age and pupils with additional needs		✓	✓	✓
Trained to deal with medical conditions such as asthma, epilepsy, diabetes	✓		✓	✓

PROFESSIONAL KNOWLEDGE, SKILLS AND ABILITIES	E	D	AF	I
Ability to relate well to children and adults; maintaining a calm and professional approach	✓			✓
Understanding of relevant policies/codes of practice and awareness of safeguarding legislation		✓		✓
Proficient use of ICT software, e.g. Office, Outlook, Management Information Systems	✓		✓	
Excellent communication skills; both written and oral	✓		✓	✓
Excellent time management and organisational skills	✓		✓	
Ability to work alone at times and as part of a team	✓		✓	

PERSONAL QUALITIES	E	D	AF	I
Ability to work under pressure and deal calmly with emergency situations	✓		✓	
Ability to form and maintain appropriate relationships and personal boundaries with children, demonstrating suitability to work with children	✓		✓	
Ability to show initiative and to prioritise one's own work	✓		✓	✓
Flexible approach with the ability to accommodate changes in priorities	✓			✓

Understand and respect the principles of confidentiality	✓			✓
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PHILOSOPHY & ETHOS	E	D	AF	I
A commitment to safeguarding and promoting the welfare of children and young people	✓		✓	
A commitment to the ethos and strategic direction of the school	✓			✓
Strong support for the school's vision and values	✓			✓
Be a good role model	✓		✓	✓