

### Volunteer Minibus Driver - Person Specification

**You should be able to demonstrate that you meet the following criteria:**

**E = Essential**  
**D = Desirable**

**Measured by:**

**A. Application Form**  
**C. Interview**

**B. Test / Exercise**  
**D. References**

#### Qualifications

|          |   |          |
|----------|---|----------|
| <b>E</b> | <ul style="list-style-type: none"> <li>Clean driving license (held for at least 2 years)</li> </ul> | <b>A</b> |
|----------|---|----------|

#### Experience/Knowledge

|          |   |              |
|----------|---|--------------|
| <b>E</b> | <ul style="list-style-type: none"> <li>Geographical knowledge of the local area</li> </ul>  | <b>A B</b>   |
| <b>D</b> | <ul style="list-style-type: none"> <li>Ideally have experience driving a large vehicle.</li> </ul>  | <b>A B C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Pleasant, patient and helpful personality.</li> </ul>  | <b>A C</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>An ability to communicate with a range of different people.</li> </ul>   | <b>A C</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Ability to work on own initiative and as part of a team.</li> </ul>  | <b>A B C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Reliable and trustworthy</li> </ul>  | <b>A D</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Flexible approach to working arrangements</li> </ul>   | <b>A D</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Good organisational skills and timekeeping.</li> </ul>   | <b>A B</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Enjoy working in a school environment.</li> </ul>  | <b>A</b>     |
| <b>D</b> | <ul style="list-style-type: none"> <li>Recent successful experience of supporting students overcome a range of personal barriers to achieve academic success</li> </ul>         | <b>A</b>     |
| <b>E</b> | <ul style="list-style-type: none"> <li>Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application</li> </ul> | <b>A C</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Knowledge, understanding and commitment to safeguarding and promoting the welfare of students</li> </ul>                                 | <b>A C D</b> |

#### Skills, Attributes and Abilities

|          |  |            |
|----------|--|------------|
| <b>E</b> | <ul style="list-style-type: none"> <li>Be resilient, reliable, in good health, and possess a sense of humour</li> </ul>                        | <b>D</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Possess strong interpersonal skills and be able to work effectively as part of a team</li> </ul>        | <b>C D</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>To promote equality, diversity and inclusion and demonstrate this within the role</li> </ul>            | <b>A C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>To be jointly responsible for promoting and safeguarding the welfare of students</li> </ul>             | <b>A C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Ability to form and maintain appropriate relationships and personal boundaries with students</li> </ul> | <b>A C</b> |

#### General

|          |   |            |
|----------|---|------------|
| <b>E</b> | <ul style="list-style-type: none"> <li>Respectful towards all students, with total belief in their entitlement to a high quality education, whatever their circumstances and ability</li> </ul> | <b>A C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Committed to raising standards of achievement through high quality classroom practice</li> </ul>   | <b>C</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Committed to the principles of the Academy programme</li> </ul>  | <b>A C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Possess personal integrity, warmth and a willingness to grow and learn</li> </ul>  | <b>A C</b> |
| <b>E</b> | <ul style="list-style-type: none"> <li>Commitment to the education of the 'whole child,' i.e. social, emotional and citizenship development</li> </ul>  | <b>C</b>   |
| <b>E</b> | <ul style="list-style-type: none"> <li>Enhanced DBS Check</li> </ul>  | <b>C</b>   |