



QUEENS' SCHOOL

Dare to be Great

Minibus Driver

Job Title: Minibus driver	Salary: Hourly rate
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The person specification outlines the main attributes needed to adequately perform the post specified. It is intended to give prospective candidates a better understand of the post requirements. It will be used as part of the recruitment process in identifying and shortlisting candidates.

		Essential	Desirable
Education/Qualifications and Training	GCSE grade in Maths and English or equivalent		X
	First Aid Certification		X
	Full clean valid driving licence	X	
	MiDAS (Minibus Driver Awareness Scheme)		X
	PSV Licence Holder		X
Knowledge Skills & Experience	Customer services	X	
	Knowledge and experience of driving minibuses	X	
	Effective communication skills	X	
	Experience of working with children		X
	Experience of child protection procedures		X
	Experience of driving	X	
Personal Characteristics	Ability to demonstrate sound balanced judgement with decisiveness, flexibility and integrity	X	
	Resilience, the ability to work under pressure and be able to meet deadlines	X	
	Excellent communication skills	X	
	The ability to think creatively and to prioritise	X	
	The ability and motivation to constantly improve own practice and knowledge	X	

	through self-evaluation and learning from others		
	The ability to support colleagues	X	
	Strong organisational skills and ability to meet deadlines	X	
	Willingness to embrace new developments	X	
	To have a sense of humour and an ability to keep things in perspective	X	
Checks	Enhanced DBS, Clearance for Prohibition Check and Right to Work in the UK	X	

Queens' School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are exempted under the Rehabilitation of Offenders Act 1974. Appointments will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service and references from previous employers. We are an Equal Opportunities employer.

Signed	Date

Sept 2026