

MIDDAY SUPERVISOR

Posts are available to join our team of Midday Supervisors as a relief member. You should be available to work each day at any point between 11am – 1.30pm on week days during term time, as required.

The successful candidate should have a commitment to develop professionally, as training will be given in safeguarding children, first aid and food hygiene, as required.

Applicants should note that the 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 appointments are subject to an enhanced DBS disclosure.

All pre-employment checks carried out are in accordance with Keeping Children Safe in Education.

All shortlisted candidates will need to verify their eligibility to work in the UK at interview.

MAIN TASKS AND RESPONSIBILITIES

The successful candidate will:

- be responsible to the Headteacher, through the line manager, or other designated person, for the supervision of children during the midday break
- have good inter-personal skills so that they can communicate well with pupils and colleagues;
- be able to manage behaviour, lead play and be a good role model for the children;
- supervise children during the meal, in the playground, classrooms, corridors, cloakrooms, toilets, etc and escort children between premises where necessary;
- prepare the rooms for dining, including setting out tables and chairs, as appropriate;
- serve/ distribute meals and serve milk or water where required;
- clear tables and collect rubbish, wash and stack away tables, chairs, water jugs and covers and clean dining area as required;

- administer first aid, if required, once the appropriate level of training has been undertaken

PERSONAL SPECIFICATION

We are a very caring and family orientated school and it would be expected that the successful candidate would share this ethos.

QUALIFICATIONS

It is desirable, though not essential, that the successful candidate has:

- proven experience of working with children
- proven experience of working in a catering environment

SALARY AND GRADE

RELIEF POST Grade 2 Scale Point 3 – 6

Contract Type: RELIEF