

Lunchtime Supervisor – 1 year contract

Job Description

Salary: Grade 4 - £13.05 per hour

Hours: 12:00 – 13:00 (1 hour) per day, Monday to Friday, term time only.

Contract type: Fixed Term (01.09.26 – 31.08.27)

Reporting to: Headteacher

Job Purpose:

We are looking for a caring, reliable and inclusive Midday Supervisor to join our friendly team and help deliver high-quality lunchtimes. This is a rewarding role at the heart of school life, supporting children to enjoy creative, active and inclusive play every day. The role will also ensure the safety, welfare and good conduct of pupils during the lunchtime period, both in the dining areas and outdoor play spaces.

Duties and Responsibilities

Supervision

- Supervise pupils in the dining hall, playground and other designated areas.
- Ensure pupils remain safe at all times.
- Monitor entrances, exits and movement around the school during lunchtime.

Behaviour Management

- Encourage positive behaviour in line with the school's behaviour policy.
- Promote respect, inclusion and good manners.
- Deal with minor incidents and report serious concerns to senior staff Supporting Pupils.
- Assist younger pupils with eating where required Encourage healthy eating habits.
- Support pupils in developing positive play and social skills Health & Safety.

Love, Compassion, Respect

1:Corinthians 16:14 - Let all that you do be done in love.

- Be aware of and follow school safeguarding procedures Report accidents, incidents or hazards promptly Administer basic first aid if trained (or seek appropriate support).

General Duties

- Set up and clear dining areas as required.
- Ensure the school environment remains clean and tidy.
- Work collaboratively with other staff members.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher.

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