

WEBHEATH ACADEMY PRIMARY SCHOOL



Lunchtime Supervisor

Post Title: Lunchtime Supervisor

School: Webheath Academy Primary School

Salary: £23,656 (£5381.37 pro rata)

Line Manager: School Business Manager

Hours: 10 hrs per week – 11-1pm, Monday to Friday, term time only

We believe lunchtime supervisors have a very important role within the school and the contribution they make to the management of the school, and the care and welfare of the children, is valued very highly. Children who are happy and well cared for at lunch time start the afternoons refreshed and ready to learn.

Key duties:

- Supervising children eating their lunch: encouraging children to eat their food, behaving politely and respecting others within the dining areas.
- Managing the children's behaviour, including orderly queuing where necessary.
- Ensuring children walk around the school building in a calm and safe manner.
- Making sure all pupils respect themselves and each other and dealing with any misdemeanours in accordance with the school's Behaviour Policy.
- Ensuring the dining hall is cleared up after use.
- Organising and assisting with the playground
- Informing the class teacher of any incidents or accidents that have occurred during the lunch-time break. If in doubt, always check with a First Aider (there is a list in the Office).
- To have professional regard for the ethos, policies and practices of the school in which you supervise, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the school business manager

All application forms to be sent to scookes@shiresmat.org.uk



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