



Saracens High School

Job Description

Job Title: Lunchtime Supervisor

Responsible to: Vice Principal

The main purpose of the role is to assist in the supervision of pupils during their break for lunch and to ensure the school's behaviour policy is adhered to at all times.

To carry out this role effectively you need to be aware of, and support, the fundamental philosophy and aims and objectives of the school, and to be instrumental in creating an ethos which facilitates the effective education of every pupil and ensures that they can make exceptional progress.

Your key responsibilities as **Lunchtime Supervisor** are:

- to ensure pupils adhere the school's behaviour policy on the playground and around the school building
- ensure pupils are safe and respectful in their play at all times
- promote keeping the school and playground clean and tidy
- support the school culture by challenging any inappropriate behaviour and modelling our expectations
- liaise with school staff on issues that need to be followed up

These accountabilities outline the main areas of the role; they are not a comprehensive list of tasks to be undertaken.

This job description may be varied from time to time in response to specific needs within the school and at the direction of the Principal and line manager.

Person Specification

Criteria	Essential	Desirable
Qualifications	Good standard of English	
Experience	Experience of working with pupils	Experience of working in a secondary school Experience of behaviour management
Knowledge		Experience of First Aid or willingness to undertake training
Personal Attributes	Excellent communication skills Able to work in a team Able to show initiative Able to adhere to the school's policies and procedures, equal opportunities policy, child protection policy and all health & safety related policies Able to maintain confidentiality	Commitment to personal development