



JOB DESCRIPTION

Job Title: Lunchtime Assistant

School: Asquith Primary School

Pay Range: A1

Responsible to: Headteacher

Role:

To be responsible for ensuring the good conduct and safety of pupils during the lunchtime period. To provide a high level of supervision for all pupils. To assist with the implementation of appropriate structured play activities during the lunchtime period.

Main Duties:

- To ensure that all pupils are complying with the school's behaviour policy by implementing the policy consistently.
- To provide individual pastoral support to pupils when needed.
- To identify inappropriate behaviour and take responsibility for managing behaviour in line with the school policy.
- To attend to pupils personal needed and assist in their social care, health and hygiene development.
- To provide feedback to teachers on the behaviour of pupils at lunchtimes.
- To communicate effectively with colleagues and work as part of a team.
- To have a good understanding of Child Protection procedures in school and to know who to go to with safeguarding concerns.
- To ensure that play activities are inclusive for all pupils.
- Reporting accidents and incidents using appropriate mechanisms in school and completing accident forms where appropriate.
- To ensure that school policies relating to healthy eating are promoted.
- To have knowledge of appropriate health and safety issues and to report any issues through the correct procedures in school.
- To work in an anti-discriminatory manner and uphold and promote the standards and equal opportunities if the school.
- To promote a safe and caring environment for pupils.

Special Conditions of Service:

This is the requirement for an enhanced Criminal Records Bureau background check.

Term time working.

The school has a no smoking policy.