

# **The Bemrose School**

## **Midday Supervisor**

### **Job Description**

Weekly hours 10

Managed by Senior Midday Supervisor

#### **Key Generic Purpose**

The post holder will:

- Ensure an orderly lunchtime
- Promote and safeguard the welfare of children.

#### **Job Description**

1. To be responsible to the Headteacher for the supervision of children at lunchtime breaks; and for five minutes before and after the lunches
2. Supervision of orderly queues waiting to enter the dining hall
3. Supervision of the dining hall and reporting any inappropriate behaviour to the senior midday supervisor
4. Supervision of all areas both inside and outside where pupils congregate during lunchtime
5. Supervise the gates to ensure that at lunchtime no student leaves the site
6. Ensure that students stay in boundaries and in the restricted areas at lunchtime
7. Tidy the dining room in between sittings (secondary phase) or during lunchtime (primary phase), wiping tables and sweeping the floor
8. Leave the dining hall in a tidy condition at the end of lunchtime
9. Checking to see that all pupils return to the classroom
10. Carry out other duties as required.