

**Shavington Primary School**

**JOB DESCRIPTION**

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| **JOB TITLE** | Midday Assistant | **GRADE** | 2 |

**BASIC JOB PURPOSE**

The job holder is responsible for ensuring supervision of all pupils during the lunchtime period both in the dining area and during playground activities.

**MAIN RESPONSIBILITIES**

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| **1** | Ensures the safety of pupils during the lunchtime period; taking into account pupil ages, disability and behaviour.  |
| **2** | Arranges age-appropriate activities for pupils during inclement weather. |
| **3** | Ensures application of the school behaviour policy during this period, referring serious issues to the Midday Supervisor where applicable. |
| **4** | Refers to senior members of staff on duty in cases of emergency; or, if unable to contact staff, call for the public emergency services by dialling 999. |

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| The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. |
| Notwithstanding the detail in this job description, the jobholder will undertake such work as may be determined as necessary by the Trust. |