

Job Description: Midday Supervisor



Date	April 2023	Salary Grade: A21-A22	£23,757 - £24,510 FTE Actual salary: £2,375 - £2,451
Accountable to	Deputy Head and/or Principal	Hrs per week/Weeks per year	5 hours per week, 39 weeks per year (term time only)
In liaison with	School staff		

Purpose of the Post

To ensure that children have an enjoyable, safe and sociable lunchtime experience.

Principal Duties and Responsibilities

- Carry out dining hall duties and wet break supervision.
- Ensure play areas are a safe environment for the pupils, that equipment is safe, standards of hygiene are high and safety procedures are implemented.
- To supervise and promote positive play ensuring productive lunchtime activities for pupils, including the ability to make suggestions and involve yourself in activities.
- Ensure positive behaviour is maintained in accordance with the Trust's Behaviour Policy.
- Administer basic first aid, keeping records of all accidents and liaising with other staff as necessary.
- Assist with ancillary duties e.g. cleaning up spillages, wiping tables etc.
- Support healthy eating.
- Ensure the safety and welfare of all pupils.

Any Other Duties

- Undertake any task to support the safe daily functioning of the Trust to support the academy as requested by the Principal/CEO.

Signed _____

Date _____

