



## JOB DESCRIPTION

**JOB TITLE:** MTA



### JOB PURPOSE:

To supervise, guide and assist children during the midday break, so as to ensure the safety, general welfare and proper conduct of pupils during this period.

### RESPONSIBLE TO:

Head of School

### PRINCIPLE DUTIES:

1. To assist in the lunchtime supervision of pupils to ensure that the meal is completed on time in a safe and hygienic setting.
2. To listen to pupils reading and sharing their own choice of book.
3. To organise games and activities for the children during the mid-day break and promote purposeful activities.
4. Report behaviour observations to a teacher in order for them to maintain the school's standard of discipline and behaviour.
5. Adhere to school policies to maintain a safe environment for pupils and other staff.

### GENERAL ACCOUNTABILITIES

- A. So far as reasonably practicable, the postholder must ensure that safe working practices are adopted in the work areas for which the postholder is responsible and to maintain a safe working environment
- B. Work in compliance with the Codes of Conduct, Regulations and policies of the school, and its commitment to equal opportunities
- C. Ensure that output and quality of work is of a high standard and complies with current legislation / standards.



Registered Office: Pilton Bluecoat Academy, Abbey Road, Barnstaple EX31 1JU T:01271 345952

Mr Ian Thomas – Executive Headteacher

COMPANY REGISTRATION NUMBER 8110847