



LUNCHTIME ORGANISER
RECRUITMENT PACK



Lunchtime Organiser Vacancy at Wise Owl Trust

Lunchtime Organiser
Grade 1, spine point 2 (£23,656 pro rata)
10 hours per week (2 hours per day) – Term Time Only
Permanent Contract
Start date: 1st September 2025

Together Everyone Achieves More

Wise Owl Trust is seeking to appoint a Lunchtime Organiser.

We are looking for an individual who is committed to the care, wellbeing and supervision of our children and who will support and encourage play and welfare during the lunchtime period.

The successful candidate must meet the requirements of the person specification and as we are an Academy who is committed to safeguarding our children, the position will be subject to an enhanced DBS check.

How to Apply

If you are interested in joining our happy and thriving Trust, please complete an application form and return it by **Wednesday 25th June 2025** to Mrs K. Walton at hr@wiseowltrust.com. **We do not accept CVs** as part of our application process. All parts of the application form must be fully completed.

Safeguarding Commitment

Wise Owl Trust is committed to safeguarding the welfare of children and young people, expecting all staff and volunteers to share this commitment. The post is subject to enhanced DBS checks and references. Additionally, the Childcare Disqualifications Regulations 2009 apply to this position, and completion of a "Childcare Disqualification" declaration form will be required upon successful application.

We are committed to equality of opportunity, recruiting a diverse workforce, and creating an inclusive environment for everyone at the Trust. Therefore, we encourage applications from underrepresented communities and irrespective of age, disability, neurodivergent status, marriage or civil partnership status, pregnancy or maternity, race, religion and belief, gender reassignment, sex, or sexual orientation. We are happy to make reasonable adjustments wherever possible through the recruitment process should this be required.

We are committed to safeguarding the welfare of our children and young people and expect all staff and volunteers to share this commitment. As such, this post is subject to enhanced DBS checks and suitable references being sought before appointment is confirmed.

Applicants who are not notified by the interview date should assume that they have not been shortlisted.

We look forward to hearing from you.

