



Lunchtime Play Leader

Scale 2
(Outer London)

Permanent/Part Time

Start: September 2026

Edmonton County Primary School

Bury Campus

Little Bury Street, Edmonton,
London, N9 9JZ

Tel: 020 8360 3158 Email: ECSRecruitment@edact.org.uk

Headteacher: Paul Miller Head of Primary: Erini Franciosa

About EdAct



EdAct

www.edact.org.uk

Our Trust comprises Edmonton County Secondary School (Bury and Cambridge Campuses), Lea Valley Academy, Edmonton County Primary School, and from September 2022 both Salmons Brook School (Special) and the EdAct Therapy Centre.

Our Academies provide an education for children aged 2-18 in North London. We have been educating young people in this part of London since 1919 and throughout that time our approach has been epitomised by high standards and academic excellence, a tradition that continues today.

Our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect are evident in all our work and result in young people who develop and grow as independent, resourceful and resilient individuals.

The Trust has set out the following vision for its work:

Excellence in all we do

Developing a shared understanding of teaching and learning by sharing strengths and best practice

Ambitious and Accountable to our community for the better use of public funds so more resources are available to address the challenges we face

Creative in our approach to achieving the best for the children

Trusted by the community to provide a high-quality education and a great place to work

As a Trust we are committed to providing the best for the children in our schools but also to offer excellent professional development to our wonderful team of staff. If you join us you will enjoy excellent conditions of service and teach children who are keen to learn and succeed. The success of our Trust means that you will have great career prospects either within the Trust or beyond.

We look forward to hearing from you

Dr Susan Tranter

Chief Executive

About ECS



Edmonton County School

<https://www.edmontoncounty.org.uk/>

Ofsted Report

Edmonton County School (ECS) is a mixed, community, comprehensive school with a long history of providing a high-quality education to the communities of Enfield and Edmonton for children aged 2 to 19. Although we are a large organisation, with over 1800 students and around 250 staff making up our school community, our dual-campus structure means that the young people in our care have the experience of being in a caring and supportive environment that much smaller schools can offer.

ECS has a hard-working and high-calibre staff working as teachers and members of the wider workforce. Together, we share the aim that we are 'Educating our Community for Success'. The governors, staff and myself share a passionate commitment to meeting the varied individual needs of all our students, in order to ensure they leave ECS with the best possible academic qualifications. We want them to enjoy every aspect of their learning, and we want them to develop as individuals so that they leave us as confident and socially-responsible young people, who are well-equipped to contribute to society and enjoy success in whichever field they choose for themselves.

At Key Stage 4 (GCSE), the progress of our students is consistently good, whilst the progress of our post-16 students studying A Levels usually puts the school in the top 10% of Sixth Forms nationally. Children make excellent progress in our Primary provision, with achievement above Enfield and national averages. Whilst we continue to enjoy increasingly high standards of academic achievement, we are always ambitious to do even better, and we are continually looking for ways to raise the level of achievement of our students.

Research has shown that strong partnerships between parents and school staff have a positive impact on a child's progress and helps them to feel good about school and their education. I have been teaching in north London schools for over 25 years and have been a senior school leader for over 15 years. I know that a successful school and happy children depend on all of us working together.

Working together also ensures that children are getting a consistent message about good behaviours. Our school is a calm, orderly place and we have high expectations regarding attendance, punctuality, attitudes towards learning, showing respect to members of the school community and the wearing of our uniform, both in school and in the local community.

I look forward to hearing from you.

Paul Miller, Headteacher

About ECS



Edmonton County School

www.edmontoncountyprimary.org.uk/

[Ofsted Report](#)

Edmonton County Primary consists of Nursery – Year 6 with a seamless transition into Year 7 with no hesitation.

Edmonton County is a school with a strong sense of community. We are very proud of our school and work very hard to ensure that all our children feel happy, healthy, secure and safe so that they achieve their full potential. Our broad, stimulating and relevant curriculum helps each child to develop a firm foundation on which they can build in preparation for adult life. We recognise each child's individuality and strive to meet their needs in a caring and fully inclusive environment.

“Our Ofsted inspection in April 2024 confirm that we are a ‘good’ school. Our Year 6 outcomes have been better than national results for the last two years.

Edmonton County Primary provides a wonderful place for children to grow and develop in a warm and nurturing environment. We believe that our children need to feel happy and secure at all times. We provide a strong foundation in basic skills learning, enriched with adventure and creativity. Providing safety, nurture and strong guidance forms the essence of an excellent learning atmosphere.

We have a strong commitment to raising the achievement of all children through a wide range of opportunities and experiences that promote the development of each child academically, socially, physically, intellectually, morally and spiritually. At our school, we want our children to become the best that they can be and leave as strong, open minded, confident individuals who have the ability and adaptability to thrive in an ever-changing world.

Erini Franciosa
Head of Primary



Job Description: Lunchtime Play Leader



Job title: Lunchtime Play Leader

Salary: Scale 2 £3,813 - £3,882 pa

Hours: 7.5 hours per week x 39 weeks pa

Responsible to: Head of Primary Phase and the Headteacher

Main Purpose

Supervision of the pupils in all areas during the dining and lunchtime play

Responsibilities:

General

- To ensure the safety and welfare of all pupils at school during the mid-day break.
- To supervise pupils during the mid-day break in all areas of the school, including classrooms, playground, playing fields and dining room.
- To ensure that any equipment used in the playground is used safely.
- To organise games and activities for groups of children during the mid-day break.
- To be actively involved in developing play opportunities for children
- To ensure that during a wet mid-day break, children are supervised in their classrooms and a calm atmosphere is maintained, with children encouraged in appropriate activities

Lunch arrangements

- To supervise the children eating school dinners and packed lunches and assist in wiping and clearing tables and generally maintaining high standards of hygiene.
- To be aware of children with allergies and/or dietary needs; be familiar with particular procedures and take appropriate action.
- To closely monitor children known to be poor eaters.

Behaviour

- To assist in maintaining a high standard of behaviour amongst pupils
- To deal with discipline issues in a positive, firm, fair and consistent manner in accordance with school policy and to report serious discipline issues: in the first instance, to a Senior member of staff, the class teacher, the Deputy Headteacher or the Headteacher.

First Aid

- To deal with and record minor incidents/accidents and refer to qualified first aiders where appropriate.
To report head injuries to the senior first aider
- To ensure the accident book and relevant forms are completed.

Professional Development

- Attend relevant courses in playground supervision and safeguarding children
- Attend meetings held in the school

Flexibility

- In order to deliver services effectively, a degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.
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- To carry out any other duties connected with the supervision of pupils during the mid-day break as requested by the Headteacher.
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- This job description may be amended at any time after discussion with you, but in any case will be reviewed throughout the year



Job Description: Lunchtime Play Lead



This person specification describes the skills; abilities and experience that we think are needed to do the job successfully. You should think about these carefully when writing the supporting statement part of your application form. We use the person specification as a benchmark against which we assess all candidates. We will shortlist only those applicants who demonstrate in their application that they meet the criteria set out in the person specification. You should therefore make sure that your supporting statement demonstrates how your previous experience, skills, qualifications and abilities match all those on the person specification.

You may find it helpful to list each of the person specification criteria as a separate heading and explain how you meet that criterion. When outlining your skills and abilities, try to give examples of your successes and achievements. Simply saying 'I have an understanding of...' is not enough.

CRITERIA	ESSENTIAL	DESIRABLE
Experience of children of primary school age	YES	
Ability to work with children of all ages	YES	
Ability to remain calm under pressure	YES	
Ability to deal with adults and children with respect and politeness and be sensitive and diplomatic as situations demand	YES	
Ability to communicate effectively in English both verbally and in written form	YES	
Ability to communicate effectively and with those for whom English is an additional language	YES	
Ability to work co-operatively with other staff	YES	
Experience of children in a play or recreational setting		YES
A cheerful disposition and sense of humour	YES	
Ability to keep confidentiality and discretion in all situations	YES	
First aid qualification		YES



Job Description: Assistant Headteacher of Primary



Delivering the curriculum:

- a. To be an experienced Classroom Practitioner.
- b. To directly deliver lessons ensuring that all aspects of the taught programme are delivered in a manner that is appropriate to the age of the children taught.
- c. To promote respect for everyone, adults and children.
- d. To deliver lessons with pace and passion.
- e. To use a range of teaching strategies including whole class teaching, group teaching and individual teaching as most appropriate and efficient for the programme of study taught.

Assessment:

- a. To monitor the children's progress; formally and informally assessing them in line with the school requirements.
- b. To monitor pupils' behaviour, and social development and consistently use school based systems for behavioural management.
- c. To identify children with specific needs, to inform Head of Primary and co-operate with them in designing and implementing an education plan.
- d. To monitor and take account of the individual children's language needs, especially those with EAL.
- e. To use assessment for learning to inform future planning.
- f. To be responsible for the generation of the annual school report for pupils in the class.

Support for Colleagues:

- a. To manage TAs, support staff, students and involve them in planning and classroom organisation and resources.
- b. To offer professional support and coaching to other teacher colleagues, support staff, students, etc.
- c. To induct members of staff into the daily classroom routines, i.e. teaching assistants, students, etc.

Working with parents:

- a. To ensure effective communication with parents, establishing a strong home/school relationship.
- b. To engage parents in supporting their child's learning out of school through, for example, curriculum workshops, termly curriculum letter, regular home school work.

(continued on next page)

How to apply

You can apply online by completing the application form:

<https://www.edact.org.uk/careers>

We look forward to hearing from you.



NON NOBIS SOLUM



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