**LUNCHTIME SUPERVISOR**

**Salary: Grade 2 – SCP 8 – 10 - £22,367 - £22,737 FTE (Pay Award Pending)**

**Actual Salary: £2,823 - £2,870**

**Working hours: 5.50 Hours (12pm to 1.05pm per day) - Monday to Friday - 38 weeks**

**Contract type: Permanent**

**Start date: 1st September 2024**

Brookfields School are looking for a Lunchtime Supervisor to work under the direction and instruction of senior staff. You will be responsible for assisting students with dining and lunchtime activities and helping to maintain a safe and hygienic environment. You will be required to assist pupils with their table manners, use of cutlery and behaviour during the school lunch break.  You will be required to work 1 hour and 5 minutes a day during the lunchtime period.

**Supervision of Pupils:**

* Supervision of students before, during and after the meal, including providing support with feeding programmes
* Supervision of the pupils in the playground area
* Ensuring all pupils have returned to their classrooms at the end of the mid-day break.
* Summoning help, where necessary, in case of injury or illness
* Support to Pupils
* To become aware of pupils’ individual risk assessments and needs, as necessary to the role.
* Supervising pupils whilst they are having a meal and implement feeding programmes under the guidance of the teaching staff or speech therapist as appropriate or assisting pupils to eat their meals as necessary.
* Engaging with the pupils and organising appropriate games and activities for children, both inside the classroom and on the playground.

**Resources:**

* Responsibility for ensuring that the dining area is hygienically maintained.
* Help to maintain a safe working environment for pupils and staff by continuously monitoring dining and general circulation areas and taking prompt and effective action to deal with any hazards in accordance with school procedures, including attending to spillages, wiping tabletops and clearing crockery during meal service.

Our Special settings cater for children and young people with a wide range of Special Educational Needs from children with profound medical needs and life limiting conditions, those with severe, moderate, and sensory needs through to young people with social emotional and mental health needs that require support and understanding to help them to navigate their world.

Whether you are a teacher, a teaching assistant, a healthcare professional or work in facilities, admin or operations all of our Special Schools offer you the opportunity to work within an establishment that has a ‘family’ feel that puts the children, young people and their families at the heart of what they do.

All the pupils within our Special Schools have an individualised education and are educated in small classes and groups with enhanced support to ensure that all of their needs are met. There is nothing more rewarding than being part of a team that supports a child or young person with Special Educational Needs to reach their goals. You truly will make a difference to the life of a young person and their family.

**All candidates are required to provide a supporting statement on the formal application forms which states clearly your reasons for applying, skills and experience for this position.**

Please visit our Careers site for more information on Brookfields School on [Brookfields School Career Site (schoolrecruiter.com)](https://brookfieldsschool.schoolrecruiter.com/)

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Or click the QR Code to see all vacancies with Brookfields School.

**Shaw Education Trust offer the following benefits with your Teaching or Support Staff employment:**

* An excellent Local Government Pension Scheme (Support Staff) / Teachers Pension (Teaching Staff)
* **Support Staff only** based on working **full time, all year** - Generous holiday entitlement from your first day of employment (**37 days holiday** **rising to 39 days** after 5 years’ service including Bank Holidays)
* Access to health and wellbeing support via Occupational Health
* Cycle to work scheme
* Access to our Institute of Education and fantastic opportunities to help you **grow, contribute** and **flourish** in your role and in the Trust.

We know **our people** are the key to our success and so we’re committed to ensuring the **employment experience** at **Shaw Education Trust** is a **rewarding** one.

We strive to support our employees with **work-​life balance benefits** and offer the opportunity to take sabbatical leave after a certain length of service – They are agreed for a variety of reasons including rewarding long service, travel, research or acquiring new skills, voluntary work, alleviating stress and burn out or to take care and rejuvenate yourself.

**Shaw Education Trust** are a thriving mix of diverse and growing schools including Primary, Secondary and Special Schools all working together to improve the lives of young people in our communities. We are sponsored by Shaw Trust a charity organisation that focuses on transforming lives. We’re a growing group of dynamically awesome academies providing education to children of all ages and abilities. Staff across our team of schools are dedicated to ensuring that every child has the opportunity to be successful, whatever their starting point in life.

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**BROOKFIELDS SCHOOL** is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment, click here to review Safeguarding and Pupil Protection Policy <https://www.shaw-education.org.uk/our-trust/key-information>

This position is subject to appropriate vetting procedures including an online checks and criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions.

All shortlisted candidates will undergo an online search as part of Trust safer recruitment checks.

We are an Equal Opportunities employer and will ensure that all our recruitment and selection practices reflect this commitment.

**In accordance with our safer recruitment policy CV’s alone will not be accepted.**

**Application deadline:     Wednesday, 31st July at 9am**

**Interview date: TBC**

**We reserve the right to appoint before the closing date as we review applications on an on-going basis and interviews may be arranged as suitable candidates are identified, therefore, we encourage early applications.**

Successful candidates will be subject to a fully Enhanced DBS check along with other relevant employment checks.