

Required for 4th November 2024

Lunchtime Supervisor

Boughton Primary School is seeking a Lunchtime Supervisor to join their friendly and supportive team. The role is to supervise and assist all pupils during the lunchtime, inside the school and in the playground to ensure a safe, happy and positive lunchtime.

No experience is necessary. We are looking for a highly motivated, caring, positive and approachable person for this role.

Duties include:

- Supervising the children in the dining hall when eating
- Assisting with the service of meals and assisting pupils, e.g. cutting up food when needed
- Developing and encouraging good table manners
- Actively encouraging pupils in safe, enjoyable games while they are in the playground
- Being responsible for the care and supervision of the children before, during and after the meal, from the close of the morning session until the start of the afternoon session
- Assisting in first aid

Hours of work:

11.30a.m. to 1.00p.m. Monday to Friday, 7.5 hours per week, 38 weeks per year (term time only).

Salary: Scale Point C2 £22,366 (The salary quoted is the full time equivalent, part time posts will be paid pro-rata)

Safer Recruitment:

Boughton Primary School is committed to safer recruitment, safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.

The successful applicant will be required to have an Enhanced DBS check from the Disclosure and Barring Service. Further information can be found at:

<https://www.gov.uk/government/collections/dbs-checking-service-guidance--2#guides-for-applicants>

The school's recruitment and selection policies and processes adhere to the DfE guidance 'Keeping Children Safe in Education' by adhering to statutory responsibilities to check staff who work with children, taking proportionate decisions on whether to ask for any checks beyond what is required.

In line with KCSIE and best practice, the school will conduct an online search for all shortlisted candidates. The online search is part of our safeguarding checks and will seek publicly available information on candidates' suitability to work with children. Shortlisted candidates may be asked to clarify their online presence. When invited to interview, candidates will be required to bring with them photo ID and evidence of their qualifications. Two references will be sought for all shortlisted applicants.

Applicants will be required to provide proof of Right to Work in the UK.