



## Lunchtime Supervisor

Mon – Fri Term Time Only

7.08 hours per week

Grade 2 £13.05 per hour

**Actual Salary £4057 (pay award pending)**

Are you looking for a part time position that will fit around your own family needs?

The Governors of The Hednesford Hills Federation are offering the opportunity for an enthusiastic and committed individual to join our lunch time team at West Hill Primary School.

We are a very hardworking and committed team of professionals who work together to provide a welcoming, safe and “good” school.

We are looking for a Lunchtime Supervisor who works well with both children and adults to enhance our friendly lunch time team.

### What you may be doing:

- Supervising children both in the dining hall and outdoors during play time, escorting them to and from the dining hall.
- Supervise children bringing sandwiches - to oversee that the debris left by children with packed lunches is removed/cleaned.
- Summon help, where necessary, in case of injury or illness and provide basic first aid for minor injuries

### We are looking for someone who:

- Is friendly, approachable, patient, and caring
- Has the ability to interact positively with children and adults
- Shows initiative and common sense
- Is reliable and trustworthy

### West Hill Primary School offers:

- Ongoing CPD for all staff
- Motivated, happy children
- Good parental links
- A supportive staff team
- An enabling working environment

If you require an application pack, please visit the school website or email [clerical@westhill.staffs.sch.uk](mailto:clerical@westhill.staffs.sch.uk) / telephone 01543 227134. Completed application forms should be sent to [office@westhill.staffs.sch.uk](mailto:office@westhill.staffs.sch.uk) or dropped into the school office at the address below.

<b>Closing Date: 19<sup>th</sup> June 2026 at 12pm</b>	<b>Interviews to be arranged</b>
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**Visits to the school are welcome.**

**NB: Applicants who do not hold the relevant qualifications and experience as advertised will not be considered.**

**NB: It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.**

Head Office: The Hednesford Hills Federation, West Hill Primary School, High Mount Street, Hednesford, Staffordshire, WS12 4BH  
Tel: 01543 227125 E-mail: [office@westhill.staffs.sch.uk](mailto:office@westhill.staffs.sch.uk) **Interim Executive Head Teacher: Mrs Claire Farish**

### Commitment to safeguarding

Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff, volunteers and trustees to share this commitment.

Our recruitment process follows the keeping children safe in education guidance.

Offers of employment may be subject to the following checks (where relevant):  
childcare disqualification; Disclosure and Barring Service (DBS); medical; online and social media; prohibition from teaching; right to work; satisfactory references; suitability to work with children

You must tell us about any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.