

Job Description: Lunchtime Supervisor

Job Title: Lunchtime Supervisor

Location: Whickham School (Newcastle-upon-Tyne, NE16)

Contract Type: Part-time, Monday to Friday 12:00pm–1:30pm, term time only.

Salary: £13.05 Hourly pay

Main Purpose of the Role

To ensure the safety, welfare and good behaviour of pupils during lunchtime, both in the dining area and around the school site, creating a positive and inclusive lunchtime experience for all students.

Key Responsibilities

- Supervise pupils in the dining hall, yard areas and other areas of the school during lunchtime
- Promote positive behaviour and encourage good manners among students
- Monitor the safety and wellbeing of pupils, reporting concerns to relevant staff as appropriate
- Assist with the organisation and tidying of dining areas before, during and after lunchtime
- Encourage healthy eating and safe use of dining facilities
- Undertake additional duties in order to support a clean and tidy site (e.g. daily litter pick)
- Uphold the school's values and behaviour policy

Person Specification

Qualifications and training

- Good standard of literacy and numeracy
- Willingness to undertake relevant training (e.g. first aid, safeguarding)

Experience

- Experience of working with children or young people (desirable)
- Previous experience in a similar role (desirable)

Skills and knowledge

- Understanding of safeguarding and child protection procedures

- Ability to manage groups of children and promote positive behaviour
- Good communication and interpersonal skills
- Ability to work as part of a team

Personal qualities

- Approachable, caring and patient
- Reliable and punctual
- Able to use initiative and respond calmly under pressure
- Committed to promoting equality, diversity and inclusion
- Commitment to upholding the values and ethos of Whickham School

Safeguarding Statement

Whickham School (Newcastle-upon-Tyne, NE16) is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to satisfactory completion of safeguarding checks in line with Keeping Children Safe in Education (KCSIE).

Whickham School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.