



Job Description

Location: Palterton Primary School, Back Lane, Palterton, Derbyshire S44 6UN

Salary: Redhill Academy Trust Pay Scale, Band 5, Scale Point 28

Hours of work: 6.25 hours per week, term time only

Responsible to: Headteacher

Post objective: To provide effective supervision of children during lunch time to ensure safety and to maintain standards of behaviour.

Main Duties and Responsibilities:

- To supervise children throughout the midday break from five minutes before the close of morning until five minutes after lunchtime has ended.
- To liaise with class teachers at the start and end of lunchtime to ensure effective communication of relevant issues.
- To supervise children in a designated class during mealtimes, promoting good manners, rewarding positive behaviour and encouraging high standards of social interaction.
- To leave the eating areas in a tidy condition.
- To ensure that all the school's routines and procedures for lunchtime are upheld.
- To uphold the school's Behaviour Policy when managing behaviour.
- To liaise with the Headteacher regarding incidents or concerns.
- To supervise lunchtime, play outside or inside when wet and act as a point of contact for both children and other members of the MDS team.
- To ensure children return to the classroom with their class teacher.
- To take on any additional responsibilities which might from time to time be determined by the Headteacher.
- To attend training and participate in continuous professional development to support and develop knowledge and understanding of the role and of effective practice.

This role involves working in regulated activity with children and an Enhanced DBS clearance is required for this position.