



Location: Tupton Primary & Nursery Academy, Queen Victoria Rd, New Tupton, Chesterfield S42 6DY

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

Hours of work: 7.08 hours per week, term time only

Responsible to: Senior Midday Supervisor / Headteacher

Post objective: To provide effective supervision of pupils during lunchtime to ensure safety and maintain standards of behaviour. To contribute to improving outcomes for pupils by actively supporting the aims, objectives and ethos of the school.

Main Duties and Responsibilities:

- Supervise pupils in the dining hall, playground and other areas as required.
- Ensure pupils move around the school safely and calmly.
- Monitor behaviour and support children in following school rules.
- Report any concerns or incidents to the Senior Midday Supervisor or senior staff.
- Administer basic first aid (training provided).
- Assist children with routines such as queuing, collecting meals, tidying away trays.
- Support younger children with cutting food, opening packaging and encouraging good table manners.
- Ensure all children have the opportunity to eat their lunch comfortably and safely.
- Encourage positive, inclusive play and help children resolve minor disputes.
- Set up and supervise playground games and equipment.
- Promote kindness, cooperation and friendship amongst pupils.
- Follow safeguarding procedures and report concerns immediately.
- Follow school policies on behaviour management, health & safety and first aid.
- Help ensure the environment is clean, safe and well organised.

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



	Essential	Desirable
Professional requirements	<ul style="list-style-type: none">• Willingness to complete training (first aid, safeguarding).• Ability to communicate effectively with pupils and colleagues.	<ul style="list-style-type: none">• Experience working with children in a school or childcare setting.• First aid qualification.
Personal Qualities	<ul style="list-style-type: none">• Enjoys working with children and understands their needs.• Calm, patient and positive approach.• Reliable, punctual and able to work as part of a team.• Able to follow instructions and school procedures confidently	