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| Five Elms Primary SchoolWood LaneDagenhamEssex RM9 5TB Tel: 020 8270 4909 | **We have a vacancy for:**  **Midday Assistants**  5 hours per week (term time only)  Scale 1 - £ 3055.19 (actual pro rata salary)  Spinal Point 2-3  Commencing September 2024 |

We are a large primary school with a rich and varied intake of children and families and pride ourselves on working in close partnership to provide the best possible start for all our children.

**Job Role**

Under the direction of the School Business Manager, effectively supervise pupils during the lunch period, providing a continuous presence and to ensure the safety and wellbeing of pupils.

Midday Assistants have a shared role within the school to help raise the social achievements of pupils. They are responsible for ensuring that lunchtimes are an enjoyable and safe experience for all children.

**Key Duties and Responsibilities**

* Supervising pupils during their lunch break.
* To promote the school behaviour policy and helping resolve conflicts in a positive way.
* To encourage good eating and social practices during lunch and engage with children at playtime.
* To ensure all areas are kept clean and tidy in accordance with health and safety procedures.
* To provide basic first aid to children and follow first aid procedures correctly.

There will be a 3 month probation period.

For further details and an application pack, please visit the school office

Closing Date: 28th June 2024

Interviews will be held: 5th July 2024

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check will be required for the successful applicant.