



Job Description – Midday Supervisor

The post holder must carry out his/her responsibilities within the guidance of the Derbyshire County Council agreed framework and the Education Act 2002, with particular regard to the regulations made under Section 133 and the statutory responsibilities of the Governing Bodies of Schools.

Role and main purposes:	• The midday supervisor will be a member of the school team and will be accountable to the senior midday supervisor, the Headteacher and the Governing body. • To supervise children throughout the midday break, in the dining room during meals and the encouragement of good eating habits and table manners. • To improve children's enjoyment of lunchtime, and their behaviour, by setting up and leading activities and teaching children how to play.
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Duties and Responsibilities – under guidance from the senior midday supervisor.

- To liaise with the senior midday supervisor to ensure smooth running of lunchtimes
- To supervise queues waiting to enter or leave the dining room and of the progress along the corridors.
- Helping to supervise in the dining hall
- Supervision of all areas, both inside and outside, where pupils congregate during lunchtime
- Participating in, initiating and supporting children's play activities and games
- Ensuring that all toys and activities are cleared away after lunchtime
- Checking to see all pupils return to the classroom after the lunch break
- Ensuring that the lunchtime area is left tidy
- Ensuring that all accidents are reported to the senior midday supervisor
- Ensuring all incidents between children are reported to the class teacher and logged on our child protection online monitoring system
- To administer first aid when necessary

- Any other allied duties which might reasonably be required by the Head