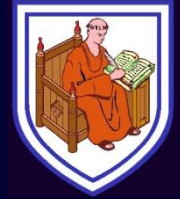


# St Bede's School

*'Christian Education at its Best'*



## Midday Supervisor

**12:00 - 14:30, Monday-Friday**

£12.33 per hour

To start ASAP

**Application Deadline: 09:30 on 11 December 2024**

64 Carlton Road, Redhill, Surrey, RH1 2LQ Telephone: 01737 212108

*Belonging*

*Education*

*Determination*

*Excellence*

*Service*

**Ofsted**  
Outstanding  
Provider



## About St Bede's

At St Bede's we are proud to serve roughly 1900 boys and girls of all abilities, age 11-18, from the Reigate, Redhill, Caterham, Horley and surrounding areas. This includes over 300 studying academic courses in the sixth form. The school has an Anglican, Catholic and Free Church foundation and we work hard to create an inclusive ethos. Our aim is to ensure that pupils thrive academically, socially and spiritually within a Christian framework.

In March 2023 Ofsted carried out an inspection of St Bede's and judged the school outstanding. The report acknowledged that pupils behave exceptionally well and they are happy and safe. They are unfailingly respectful to each other, to staff and to visitors and their positive attitudes mean that lessons are rarely disrupted. The inspection highlighted that leaders in subjects across the school have created an ambitious curriculum. Teachers have a very high level of subject knowledge and expertise which they use to provide pupils with explanations that are rich in details, bringing the subject to life.

Attainment and progress scores at GCSE and A level are consistently above national averages. We are particularly proud of the English and maths results achieved at GCSE. Both departments achieved fantastic results at 4 and 7 grades.

Measure	2023	2024
Attainment 8	58.63	59.34
Progress 8	+0.63	TBC
EBACC	45%	47%
EBACC entered	57%	62%
4+ English	92%	94%
4 +Maths	94%	94%

**Our school is committed to the safeguarding of children so all appointments are subject to a satisfactory enhanced DBS check. Only applications made on our School Application Form will be considered; we do not accept CVs or unsolicited testimonials. It is our policy always to request references prior to interview.**

Please see our staff prospectus for further information about working at St Bede's.

*"Pupils enjoy their time in class and describe their lessons as 'inspirational'. The content of these inspirational lessons reflects the high expectations that staff have for what pupils can accomplish."*  
*Ofsted 2023*

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## Midday Supervisors at St Bede's

Midday Supervisors play a key role within our busy canteen; the post holders work with other staff to supervise students using the facility and also have responsibility for ensuring that tables are cleared and cleaned. The appointed person will also provide support to the site team. There will be induction training provided to ensure that the person appointed understands their responsibilities, the canteen rules and the support available to them.

Our Midday Supervisors work from 12:00 to 14:30, Monday to Friday during term-time (excluding inset days). We would also consider applications from candidates who are only available to work fewer than five afternoons per week; applicants should indicate their availability on their application form.

Support staff are valued members of the school community and fill vital roles. They are respected for the expertise they bring to their area of work. St Bede's supports the professional development of its staff and takes staff wellbeing very seriously.

Annual salary reflects the contractual hours and weeks per year and is calculated using a Surrey Pay formula which includes payment in respect of statutory annual leave allowances. Salary is paid in 12 equal monthly instalments.

**There is no entitlement to take leave during term time. All holidays must be taken during school breaks.**

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## Job Profile

St Bede's is a voluntary-aided school in which staff are employed by the Governors and are firmly expected to work within the policies approved and adopted by the Governing Body and under the direction of the Headteacher. We expect all staff to support the Christian ethos of the school, maintain the highest professional standards and contribute to the development of St Bede's as a thriving community.

### Purpose

To serve the mission of St Bede's as an ecumenical Christian school by supervising students in the canteen during the lunch break.

**Contract**      The contractual basis of this post is the current Surrey Pay scheme and any other regulations currently in force.

**Job Family:**    Operational Services    **Grade:** 3

### Responsible to

Site Manager

### Key Tasks

- Generally to supervise students in the school canteen during the lunch time period, ensuring that discipline and safety are maintained.
- To direct and assist with clearing away and cleaning of tables, including mopping up spillages on the floor.
- Emptying rubbish where time allows at the end of the lunch period.
- Reporting Health & Safety issues to the Site Manager.

## Person specification

	Essential	Desirable
<b>Christian Commitment</b>	<ul style="list-style-type: none"> <li>Strong personal commitment to the ethos of St Bede's School</li> <li>Able to work effectively within an explicitly Christian context</li> </ul>	<ul style="list-style-type: none"> <li>Personally committed and practicing Christian, member in good standing of any denomination served by the school</li> <li>Informed and thoughtful about current Christian issues</li> </ul>
<b>Education and Training</b>	<ul style="list-style-type: none"> <li>Broad general education to at least sounds GCSE standard</li> </ul>	<ul style="list-style-type: none"> <li>First aid training or willing to attend a course</li> </ul>
<b>Experience / Skills</b>	<ul style="list-style-type: none"> <li>Good interpersonal skills</li> </ul>	<ul style="list-style-type: none"> <li>Experience working with young people</li> <li>Experience working in a secondary school</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>Able to deal with people at all levels</li> <li>Excellent communication skills</li> <li>Calm and organised under pressure</li> <li>Team player and multi-tasker</li> <li>Self-motivated and hardworking</li> <li>Patience and perseverance</li> <li>Initiative</li> </ul>	

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## How to apply

If you would like to apply, please complete our application form for support posts and send it to us with a supporting statement (no longer than 2 sides of A4) which explains what attracts you to the post, as well as detailing the skills and experience you would bring to it.

Your completed application can be emailed to:

[peopleteam@st-bedes.surrey.sch.uk](mailto:peopleteam@st-bedes.surrey.sch.uk)

If you have any queries please ring the People Team on 01737 214048 or send an email to [peopleteam@st-bedes.surrey.sch.uk](mailto:peopleteam@st-bedes.surrey.sch.uk)

**The deadline for receipt of completed applications is 09:30 on 11 December 2024.**

We look forward to hearing from you.

Our data protection policy for job applicants is available [here](#).

