

Lunchtime Play worker Job Description



POST TITLE: Lunchtime Play worker		GRADE: SCALE 2
DIRECTORATE: Education	NAME OF SCHOOL: Bonner Primary School	LOCATION: Bonner Primary School
RESPONSIBLE TO: Senior Leadership Team		
PURPOSE OF THE JOB: The Lunchtime Play Worker is responsible for supporting a safe, positive and inclusive lunchtime experience for all pupils. The post holder will actively organise, lead and facilitate purposeful play opportunities, helping children to develop confidence, cooperation, social skills and positive relationships. This includes initiating games and activities, preparing and maintaining play areas and equipment, supporting children to resolve minor disagreements and encouraging all pupils to participate. The Lunchtime Play Worker will act as a positive role model and promote Bonner Primary School's values and behaviour expectations through a positive, proactive, calm and consistent approach. The role also includes the appropriate supervision of pupils within dining, playground and other designated lunchtime areas. Bonner Primary School expects employees to work flexibly within the framework of the duties and responsibilities set out below. The post holder may therefore be required to undertake other reasonable duties that fall within the general scope and level of responsibility of the post.		

Duties and Responsibilities

Play and Pupil Engagement

- Organise, lead, initiate and encourage positive and purposeful play activities.
- Provide a range of age-appropriate games and activities that reflect children's needs and interests.
- Actively engage with children during lunchtime rather than providing supervision alone.
- Set up, organise and clear away equipment and resources used during play sessions.
- Ensure play equipment is safe, appropriately stored and accessible to children.
- Adapt games and activities to enable children with different needs and abilities to participate.
- Encourage sharing, cooperation, teamwork and positive social interaction.
- Support children to develop confidence and independence through play.
- Identify children who may be shy, isolated or finding social interaction difficult and support them to become involved in appropriate activities.
- Build positive and respectful relationships with pupils and encourage their engagement in play.
- Organise appropriate indoor play opportunities during wet weather.
- Support pupil leadership opportunities, including helping to train and develop older pupils as Junior Play Leaders.

Behaviour and Relationships

- Promote high standards of behaviour in line with the school's behaviour policy and expectations.
- Model Bonner Primary School's expectations of being **Ready, Safe and Respectful**.
- Encourage children to resolve minor disagreements positively and respectfully.
- Use restorative and appropriate approaches to support children following disagreements or difficulties.
- Intervene calmly and appropriately where behaviour may place a child or others at risk.
- Stop or redirect activities that become unsafe or overly boisterous.
- Where appropriate, ask children to move to a different area of the playground, explaining the reason clearly.
- Seek support from a senior member of staff where behaviour is serious, persistent or cannot be managed safely within the role.
- Report incidents or concerns to the appropriate member of staff.

Supervision and Safety

- Ensure pupils remain within designated areas during the lunchtime period.
- Maintain appropriate supervision of all pupils within the allocated area.
- Supervise the safe and orderly movement of children between classrooms, dining areas, playgrounds and other lunchtime spaces.
- Carry out visual checks of play areas and equipment and identify any potential hazards.
- Take appropriate action where a health and safety concern is identified and report concerns promptly.
- Supervise corridors and toilets where required during the lunchtime period.

Lunchtime Play worker Job Description

- Provide particular support to pupils with additional needs, including pupils with SEND, ensuring their safety, inclusion and access to appropriate activities.
- Provide comfort and reassurance to pupils when required.

Dining Hall

- Support a calm, safe and positive dining experience.
- Encourage good table manners and respectful behaviour.
- Support children to form orderly queues and move safely through the dining area.
- Assist pupils appropriately where help is required.
- Supervise handwashing routines as required.
- Support the preparation of dining areas between sittings, including clearing tables where appropriate.

First Aid, Medical and Safeguarding Responsibilities

- Respond appropriately to accidents and injuries in accordance with the school's first aid procedures and level of training.
- Provide first aid where appropriately trained and seek further assistance when required.
- Ensure accidents and relevant medical incidents are accurately recorded using Medical Tracker.
- Report safeguarding, welfare or behaviour concerns promptly in accordance with school procedures.
- Maintain appropriate confidentiality at all times.
- Understand and work within the boundaries of the role.
- Follow the school's safeguarding, health and safety, behaviour and other relevant policies and procedures.

Administration and Professional Responsibilities

- Maintain accurate records where required.
- Support appropriate lunchtime administration.
- Communicate effectively with teachers, support staff and senior leaders regarding relevant incidents or concerns.
- Attend meetings, briefings and training sessions as required.
- Participate in relevant professional development and training.
- Work positively and collaboratively as part of the wider school team.
- Be proactive, flexible and adaptable in responding to the needs of pupils and the school.

Safeguarding

Bonner Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.