

Senior Midday Supervisor January 2026

Oak Lodge Primary School

Chamberlain Crescent, West Wickham BR4 0LJ

We are looking to recruit an enthusiastic, friendly and reliable individual to join Oak Lodge Primary School to lead the team of midday supervisors.

Grade: Grade BR5 Point: 13 - 17
Salary: Actual: £5,705 - £6,051.25* (FTE £24,608 – £26,100)
* subject to previous experience
Hours: 10 hours per week – 2 hours per day, Monday to Friday
(Hours to be agreed but typically between 11:45am -1:45pm)
Contract: Permanent, term time only (38 weeks per year), to commence January 2026

Based on the quality and quantity of applications received, the Trust reserves the right to close this vacancy sooner than the specified closing date. Applicants will be notified of this where possible. Therefore, early applications are encouraged.

The successful applicant will:

- ✓ Work well leading a team
- ✓ Enjoy working in a child centred environment
- ✓ Be organised, flexible, able to work independently and calmly
- ✓ Behave in a warm, yet professional manner towards colleagues, pupils and visitors at all times, and contribute to the positive ethos of the schools and the Trust
- ✓ Be prepared to work outside in a variety of weather conditions

Key Responsibilities:

- ✓ Lead, organise and support the midday supervisory team
- ✓ Oversee the supervision of pupils throughout the lunch break both inside and outside the school building
- ✓ Develop and maintain appropriate records and systems to support the smooth operation of the lunch break
- ✓ Promote good behaviour and adherence to school policies and procedures
- ✓ Deal with accidents and administer first aid in accordance with health and safety guidelines. Report serious accidents to a senior member of staff
- ✓ Maintain a clear understanding of children's allergies and follow school procedures in keeping children safe
- ✓ Liaise with kitchen staff and SLT as required
- ✓ Supervise play based activities
- ✓ Supporting and encouraging pupils' social interaction

In return, we can offer:

- ✓ A friendly, supportive and enthusiastic staff who work as a team
- ✓ Relevant training and development
- ✓ Opportunities to contribute to whole school and Trust development
- ✓ Access to our Employee Assistance Programme

Closing date for applications: Friday 28th November

Mosaic Schools Learning Trust (formed on the 1st September 2024 following the merger between Connect Schools Academy Trust and Compass Academy Trust) is a group of schools based in Bromley and Kent: Cage Green Primary School, Crofton Infant School, Crofton Junior School, Marian Vian Primary School, Oak Lodge Primary School, Raglan Primary School, River Mill Primary School, Unicorn Primary School, Valley Primary School and Wickham Common Primary School. The Trust aims to deliver the very best educational experience for its pupils, with each school bringing its own strengths and expertise to benefit the whole learning community. Each of our schools is unique in its own right, and we promote that individuality.

As a Trust, we have a clear vision and our values support us in achieving excellence for every child every day. We are bound by a strong moral purpose and a commitment to our 3 R's of being respectful, resilient and resourceful.

We are passionate about diversity and recognise that as individuals, we all bring something unique to the role regardless of any protected characteristics, which is why we treat all members of our community equally, without compromise. We are committed to providing equality and fairness through our recruitment and employment practices.

Please note that employment contracts with Mosaic Schools Learning Trust contain a mobility clause and, whilst your primary place of work will be Oak Lodge School, you may be requested to work at another location as required to meet the needs of the Trust.

References and an online search will be requested prior to interview for candidates who are short-listed. Successful applicants will be subject to DBS clearance and other relevant employment checks.

The Trust is committed to achieving equal opportunities in employment and service delivery and to safeguarding and promoting the welfare of children and young people and expects all staff and voluntary helpers to share this commitment. An Enhanced Disclosure and Barring Check with the Disclosure and Barring Service [DBS] under the Rehabilitation of Offenders Act 1974 will be required for the successful applicant.

Applications can be downloaded from the following websites: London Borough of Bromley and Mosaic Schools Learning Trust. Alternatively, please email your request to recruitment@mslt.org.uk.

Completed application forms to be returned to recruitment@mslt.org.uk or to Mosaic Schools Learning Trust c/o Wickham Common Primary School, Gates Green Road, West Wickham, Bromley BR4 9DG