



Senior Midday supervisor  
October 2025





Kelvin Hall School, Bricknell Avenue, Hull, East Yorkshire, HU5 4QH

Telephone: 01482 342229

Email: [info@kelvinhall.net](mailto:info@kelvinhall.net)

Website: [www.kelvinhall.net](http://www.kelvinhall.net)

Headteacher: Mr J Shaw

Deputy Headteachers: Mrs C Grandidge, Mrs L Piercy

## Welcome letter from the Headteacher

Dear Applicant,

Thank you for enquiring about the position of Senior Midday Supervisor at Kelvin Hall School. The successful candidate will be joining the school at a very exciting time in our development. We are looking for someone who can take us forward and build upon our sound foundations.

Kelvin Hall is a mixed 11-16 school on the outskirts of the city of Hull. We are a much larger than average secondary school. We have approximately 1640 pupils on roll with a year 7 intake of 320 pupils. We stand on the same campus as Wyke Sixth Form College where many of our Year 11 students progress.

Our success and reputation is built on our cooperative values and highly inclusive approach to children and their education. We have a strong ethos of working in partnership with all stakeholders, ensuring we are very ambitious for all our children. We are committed to ensuring that we provide children with the right academic teaching and supportive pastoral care to ensure that all children have the greatest opportunity to succeed.

The successful candidate must share our collaborative approach and values, promoting a strong team and partnership ethos and must believe in a self-improving and sustainable system of school improvement that shares our moral purpose.

If you firmly believe that you share our commitment and desire to provide the best life opportunities for our children, then we would very much welcome an application from you.

If you would like to have an initial discussion regarding this role, then please email the school for the attention of the **Headteacher, James Shaw**, at [info@kelvinhall.net](mailto:info@kelvinhall.net) or contact the school on 01482 342229.

Yours faithfully

**James Shaw**  
Headteacher





## Welcome to Kelvin Hall School

We are a very successful 11-16 mixed comprehensive school with approximately 1640 students on roll. We are a popular first choice of school for families in Hull and the East Riding of Yorkshire and are a very successful school academically.

We are one of two secondary schools in a developing Multi-Academy Trust (Thrive Co-operative Learning Trust) that currently consists of 10 schools.

We are proud to be working in partnership with Newland School for Girls and The Boulevard Academy in the secondary Trust.



# Senior Leadership Team



**Christopher Leng**  
Director of Secondary Education



**James Shaw**  
Headteacher



**Claire Grandidge**  
Deputy Headteacher  
DSL



**Lauren Piercy**  
Deputy Headteacher



**Jayne Graham**  
SEND



**Jo Andrews**  
Inclusion



**Rachel Hilton**  
Personal  
Development



**Claire Keddy**  
Developing  
Teaching



**Caroline Dawes**  
Key Stage 3

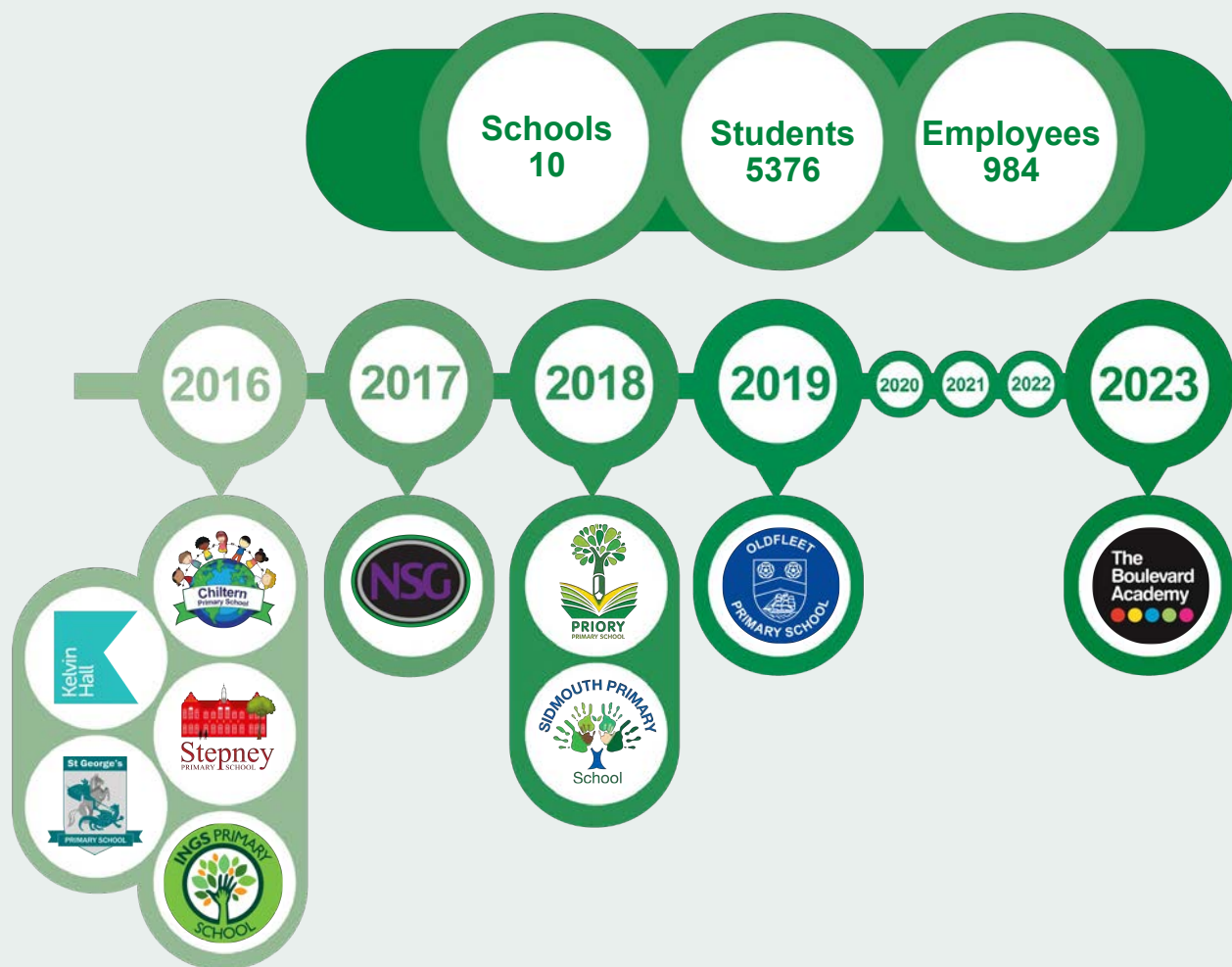


**Emily Sansam**  
Key Stage 4



**Craig Suddaby**  
Behaviour  
and Culture

# Our Journey so far...

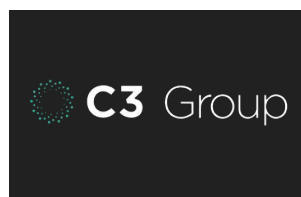


## Our Partners

Our ongoing partnerships with the following organisations



Our partnership with the Reach Foundation is leading us to develop a 'Cradle to Career' model across our three schools in HU3 - and later across the whole of Thrive.



Our recent partnership with C3 Group has brought us closer to achieving our goal of net-zero emissions, reinforcing our pledge to create a more sustainable future for our students, staff, and the wider community.



Yorkshire 100 aims to identify 100 future school leaders and take them on a development journey of peer-led support and cutting edge national and international school development.



Coop Schools provides services and support for the network of cooperative schools, strengthening school improvement and local accountability.



Registered Office Address:

Kelvin Hall School, Bricknell Avenue, Hull, East Yorkshire HU5 4QH

Tel: (01482) 342229 | Email: [jobs@thrivetrust.uk](mailto:jobs@thrivetrust.uk)



**Senior Midday Supervisor**  
**Grade 3, Scp 3-5, £7,915 to £8,167 (actual salary)**  
**13.75 hours per week,**  
**Monday to Friday, 11.30am to 2.15pm**  
**Term time only plus 5 training days**  
**Permanent**  
**Start: As soon as possible**

Kelvin Hall School is part of Thrive Cooperative Learning Trust, formerly YHCLT. Founded in September 2016, it is now responsible for 10 schools across Hull, including 3 secondary schools and 7 primary schools.

We are looking to appoint a Senior Midday Supervisor to join us. This is an exciting opportunity to work in a friendly and supportive school in continuing to drive outstanding outcomes for all of our students.

You will be required to supervise a team of Midday Supervisors ensuring the safety, welfare and good conduct of students during the lunch period. You will play a key role in promoting positive behaviour, supporting social interaction and ensuring a safe and enjoyable environment for students. Key responsibilities include:

- Organise, direct and supervise the work of the Midday Supervisors, arranging daily deployment of staff to ensure adequate supervision in all areas .
- Act as the first point of contact for the lunchtime team, providing guidance and support including assisting with staff induction, training and development as required. Arrange cover where necessary due to staff absences.
- Supervise pupils in the dining areas, playgrounds or other parts of the school premises, ensuring good standards of behaviour by the pupils are maintained

Kelvin Hall School a very successful and expanding 11-16 mixed comprehensive school with approximately 1590 students on roll. We are a popular first choice of school for families in Hull and the East Riding of Yorkshire and are a very successful school academically. We are committed to ensure that all schools in the Thrive Co-operative Learning Trust have access to high quality support services to underpin the excellent work our schools do in educating our pupils.

We will offer you:

- An inclusive, successful school and outstanding Multi-Academy Trust to work in.
- Friendly, motivated and enthusiastic students.
- A 21st Century building with 'state of the art' facilities.
- A Development Programme aimed at both new and experienced teachers.

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact Mrs Helen Harrison (PA to the Executive Team) via email at [info@kelvinhall.net](mailto:info@kelvinhall.net) or telephone Kelvin Hall School on 01482 342229 to arrange this.

**Closing date: Wednesday 15th October 2025 9:00am**

**Interviews: W/C Monday 20th October 2025**

As part of Thrive Co-operative Learning Trust commitment to safer recruitment processes and in accordance with statutory guidance: [Keeping Children Safe in Education](#) an online search will be carried out on all shortlisted candidates.

**Please note, we do not accept CVs, applications must be submitted using our application form.**

**Our commitment to Safeguarding:** Thrive Co-operative Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Each school has a robust Safeguarding Policy and all staff receive training relevant to their role at induction and throughout their employment.

A candidate's suitability to work with children will be explored at all stages of the recruitment process. The successful applicant will, in accordance with statutory guidance, be subject to a comprehensive pre-employment checking process including receipt of a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS), a Children's Barred List check, a Section 128 Management Check if relevant, Prohibition check and overseas checks as applicable, identity check, medical clearance, proof of qualifications, satisfactory references and a check regarding their eligibility to work in the UK.

This role involves contact with children and provides regular access to children, therefore it is 'regulated activity'. As such, this post is exempt from the Rehabilitation of Offenders Act - 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

**Our commitment to equality and diversity:** Thrive Co-operative Learning Trust recognises and celebrates the diversity of its schools and their communities. There is a shared commitment across the Trust to develop further a culture of respect, where discrimination is not tolerated, and individuals are treated equitably and fairly and feel a sense of belonging.

Please visit [Thrive Trust website](#) to view our Job Applicants Privacy Notice, which explains how we collect, store, and use personal data about individuals applying for jobs at our school.

# Job Description

Post Title	Senior Midday Supervisor
Grade	G3
Location	Kelvin Hall School
Reporting to	Trust Finance Manager

## Key Responsibilities

- To promote and safeguard the welfare of children and young people.
- To supervise the team of lunchtime supervisors in ensuring the safety, welfare and good conduct of students during the lunch period. The Senior Midday Supervisor plays a key role in promoting positive behaviour, supporting social interaction and ensuring a safe and enjoyable environment for students.
- Organise, direct and supervise the work of the Midday Supervisors. Arrange daily deployment of staff to ensure adequate supervision in all areas. Act as the first point of contact for the lunchtime team, providing guidance and support. Assist with staff induction, training and development as required. Arrange cover where necessary due to staff absences.
- Supervise pupils in the dining areas, playgrounds or other parts of the school premises.
- Ensure good standards of behaviour by the pupils are maintained and engage children in developmental play in the playground.
- To assist in the layout of dining room furniture/equipment and clearing of tables for all the operational needs of the school's catering provision.
- Ensure school security procedures are maintained.
- Provide welfare support to the pupils of the school
- To promote and safeguard the welfare of children and young people.
- The Health and Safety at Work etc. Act (1974) and other associated legislation places responsibilities for Health and Safety on all employees. Therefore, it is the post holder's responsibility to take reasonable care for the Health, Safety and Welfare of themselves and colleagues in accordance with legislation and the school's Health & Safety Policy.
- Under the direction of Head of School, assist with the supervisor of the lunchtime supervisors on a day to day basis.

## Safeguarding Children

Thrive Co-operative Learning trust is committed to safeguarding and promoting the welfare of our pupils and young people. Each school has a robust Safeguarding Policy and all staff will receive training relevant to their role at induction and throughout employment at the school. We expect all staff to share this commitment. All post holders are subject to a satisfactory Enhanced disclosure from the Disclosure & Barring Service (DBS) and satisfactory employment references, as well as identification and qualification checks which will be required before commencing duties.

<b>Responsibilities for Staff:</b>	Supervision Lunchtime Supervisors
<b>Responsibilities for Customers/Clients:</b>	Safeguarding and promoting the welfare of children. To promote healthy eating for children and encourage good dining habits. To encourage children to make the right choice and maintain good behaviour at all times.
<b>Responsibility for Budgets/Financial Resources:</b>	None
<b>Responsibility for Physical Resources:</b>	To maintain a safe and engaging environment in the dining area, on the playground and all other areas in school. To ensure all dining furniture and play resources are used appropriately and stored correctly.

		<b>E</b>	<b>D</b>	<b>How Identified</b>
<b>Qualifications</b>	Basic literacy and numeracy, Level 2 or equivalent	✓		AF, C, I
	First Aid certificate		✓	
<b>Relevant Experience</b>	Working with or caring for children of relevant age	✓		Application Form Interview References
	Collaborative working within a team	✓		
	A good understanding of healthy eating for children	✓		
	An understanding of why equality of opportunity is important	✓		
<b>Skills &amp; Abilities</b>	Motivation to work with children and young people	✓		
	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	✓		
<b>Knowledge</b>	A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		
	A secure knowledge of good dining habits	✓		

<ul style="list-style-type: none"> <li> <b>Interpersonal/ Communication Skills: Verbal Skills</b> </li> </ul>	Ability to work well as part of a team	✓		
	Ability to communicate effectively with children, parents/ carers, colleagues and outside agencies.	✓		
	To show respect and courtesy at all times when dealing with routine enquiries from pupils, parents/carers, colleagues and members of the public	✓		
<b>Written Skills</b>	Basic written/email correspondence appropriate to respondents. Basic accurate report writing and record keeping appropriate to requirements.	✓		
<b>Disclosure &amp; Barring Service</b>	The successful candidate's appointment will be subject to the School obtaining a satisfactory Enhanced disclosure from the Disclosure & Barring Service and Children's Barred list check	✓		DBS
	This post is exempt from the Rehabilitation of Offender Act 1974 the candidate is required to declare full details of everything on their criminal record.	✓		(after short listing)

# How to apply



Application forms can be downloaded from TES or Eteach and should be returned via email to [people@thrivetrust.uk](mailto:people@thrivetrust.uk)

We recognise the importance of a visit when considering an application. Should you wish to have an informal and completely confidential discussion or to arrange a visit, please contact Mrs Helen Harrison (PA to the Executive Team) via email at [info@kelvinhall.net](mailto:info@kelvinhall.net) or telephone Kelvin Hall School on 01482 342229 to arrange this.

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