JOB DESCRIPTION

POST: Mid-day Supervisor
SCHOOL: Finlay Community School
PAY RANGE: Grade 2

Job Purpose
To promote the safety and well-being of pupils on the school premises during lunchtime. This will involve supervising pupils within the dining halls, on the playground and in classrooms (during wet play).

Roles & Responsibilities

Essential requirements
The successful candidate will:
• *Enjoy working and playing with pupils.*
• *Supporting in the dinner hall and sandwich hall by setting up and clearing away, cutting up food and opening packets etc.*
• Have a caring, calm and friendly manner.
• Have good communication and listening skills.
• Be reliable, punctual and flexible.
• Show initiative and be resourceful.
• *Be aware of issues of confidentiality and safeguarding.*
• Be able to employ a variety of strategies to support behaviour management.
• *Communicate with classroom staff to pass on any relevant information (behaviour, first aid, sickness)*
• *Be willing to help care for sick pupils or injured pupils during the lunchtime period.*
• Be willing to work as part of a team and turn for advice if needed.
• *Be able to follow a variety of tasks on a rota for the care, wellbeing and discipline of the pupils.*

Desirable requirements
• *Have experience of working alongside pupils, either as a job or through voluntary work.*
• Hold a qualification in first aid.

For more information regarding our recruitment process please visit the school's website.

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.