

JOB DESCRIPTION

Main Duties and Responsibilities

Responsibility to the Headteacher for the supervision of children throughout the midday break (i.e. from 12.00 p.m. to 1.00 p.m.)
Ensure that the overall arrangement for children at lunchtime is a happy experience, supervising children in the dining hall and in the playground.
Ensure the safety of the children by removing spillages, tables are clean ready for the next child, dining room is left clean and tidy. Supervise the return of trays, crockery and cutlery by the children.
Supervise the children in the classrooms during bad weather
Keep the children safe by minimising the likelihood of the children hurting themselves, others or damaging property.
Follow the schools behaviour policy to ensure high expectations of behaviour
Provide a range of appropriate creative, stimulating and fun activities at lunch times, which are physically active, including the setting up of equipment for these activities.
Support and monitor the pupil sports leaders' to assist with the running of the playground activities and projects.
Ensure that all equipment is available, useable, fit for purpose and safe. Monitor the issue and return of equipment.
Promote high standards of behaviour and the social and emotional development of pupils.
Work in a positive way to ensure children behave well and report any concerns to teaching staff.
Deal with any First Aid as necessary
Be alert to issues of Health and Safety showing initiative to minimise risk to children and report concerns to the headteacher.
Check to see that all children return to the classroom, reporting any incidents to class teachers.
Carry out any other instructions given by the headteacher, reasonably falling within the responsibilities of the post.
Attend training to improve own skills and knowledge