



Stainton C of E Primary School

Stainton, Penrith, Cumbria, CA11 0ET

Telephone: 01768 840673 Email: admin@stainton.cumbria.sch.uk

Headteacher: *Mrs Rachael Wilson*

Small Schools Business Manager: *Miss Nicola Swainson*

Permanent Part Time Midday Supervisor

To start as soon as possible:

- 5 days a week between 11.55am-1.05pm, 6 hours per week.
- £13.45 per hour (including the living wage supplement) term time only (38 weeks).

Purpose of the Job:

To ensure the security, safety and well-being, and care of the pupils of the school and to promote their social, emotional and physical development during the lunch time period. Main Duties and Responsibilities:

- To supervise pupils during the lunch period ensuring the safety, welfare, physical and mental well-being of pupils and the maintenance of good order and discipline.
- To monitor the behaviour of pupils discouraging in a positive way any anti-social behaviour and reporting incidents to the Headteacher as appropriate.
- To ensure the safety and well-being of children, providing emotional support where necessary.
- To ensure that all pupils who suffer any injury or accident are dealt with appropriately in accordance with the school's agreed procedures.
- Whilst children eat their lunch promote and ensure good behaviour and a calm atmosphere.
- Deal with any misbehaviour that may occur in accordance with the school's behaviour policy.
- Address issues calmly and politely and in doing so being a role model to the children.
- To encourage all pupils to eat and assist children with cutting up food, opening tubs, pouring water etc. where appropriate.
- To encourage social skills and good table manners, ensuring safety with knives and forks.
- To clean up spillages of food and to organise clearing cutlery and crockery off tables.
- Ensure that, when classrooms are used during the Midday break because of inclement weather that the children are quietly occupied and that the classroom is left tidy, ready for afternoon school.

- Take part in training appropriate to the job of midday supervisor.
- Take part in any appraisal arrangement made by the school.
- Undertake any other duties consistent with the purpose of the job.

If you have any questions, would like to come for a visit, or would like to apply then please email admin@stainton.cumbria.sch.uk or call 01768 840673. Thank you.