



www.swanlandeducationtrust.co.uk

## Swanland Primary School

### Job Description – Midday Supervisor

The role involves:

- supervising the children at lunchtimes, both on the playground and in the classrooms if the weather is poor;
- ensuring the children are playing safely;
- dealing with minor first aid and referring more serious issues on to the Senior Supervisor as necessary;
- monitoring lunchtimes in the dining hall, assisting the children with their meals if necessary and keeping the area safe and free from spills;

Uniform and basic health & safety/safeguarding training will be provided.

### Person Specification – Midday Supervisor

|                                    | Essential  | Desirable   |
|------------------------------------|--|---|
| <b>Qualifications</b>              | None required  | Current first aid qualification<br>Any formal qualification related to the care of children |
| <b>Experience</b>                  | Experience supervising children as a parent/carer  | Experience of working with groups of children on a voluntary or paid basis                  |
| <b>Knowledge and Understanding</b> | Managing the behaviour of children   | Child development and social interaction  |
| <b>Skills</b>                      | To inspire trust and confidence in children<br>To encourage high standards of pupil behaviour<br>To recognise behaviour giving cause for concern and inform teaching staff<br>To respect confidential information<br>To work as part of a group and individually | -   |
| <b>Personal Characteristics</b>    | Calm, caring empathetic, patient   | -   |

*Swanland Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The suitability of all prospective employees will be assessed during the recruitment process in line with this commitment.*