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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;
- having a clear understanding of safeguarding responsibilities;
- 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, clean and free from spills;

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

Person Specification – Midday Supervisor

	Essential	Desirable
Qualifications	None required	Current first aid qualification Any formal qualification related to the care of children
Experience	Experience supervising children as a parent/carer	Experience of working with groups of children on a voluntary or paid basis
Knowledge and Understanding	Managing the behaviour of children	Child development and social interaction Knowledge of safeguarding within an educational environment
Skills	To inspire trust and confidence in children To encourage high standards of pupil behaviour To recognise behaviour giving cause for concern and inform teaching staff To respect confidential information To work as part of a group and individually	Formal training in safeguarding responsibilities within an educational environment
Personal Characteristics	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.