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Inspiring Children to **shine**



Hardwicke Parochial Primary Academy
Poplar Way
Hardwicke
Gloucester
GL2 4QG

Telephone: 01452 720538

'walk as children of light'

Hardwicke Parochial Primary Academy
Diocese of Gloucester Academies Trust (DGAT)

Job title: Midday Supervisor

Accountable to: **Headteacher and SLT**

Contract type: Permanent

Salary: Grade 2 (pts 2-3) £17,711 - £18,065 pa pro rata

Main purposes of the job

- To ensure the health and safety of children at lunchtimes under the direction of the appropriate person as identified by the school.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.

Main responsibilities and tasks

- To supervise the children at all times during lunchtime on the school premises.
- Ensure that the children are behaving appropriately in line with the schools behaviour policy at all times including the dining room, playground and during wet lunch times.
- To engage with the children and ensure that they are active in purposeful and co-operative behaviour throughout the lunchtime period.
- In the event of any spillage inform the appropriate person and take necessary action immediately to avoid possible accidents.
- To follow the school's policy and procedures on child protection.
- To take reasonable precautions whilst in charge of the children to see that they do nothing that is likely to injure themselves or others.
- In the event of any injuries or sickness making sure they are dealt with according to the school's policy.
- To engage with the children and ensure that they are active in purposeful, positive and co-operative behaviour throughout the lunchtime period.
- To challenge and report any stranger on site.



- Inform the appropriate member of staff in regard to behaviour at lunchtimes this includes positive and negative behaviours.
- Keep the appropriate person informed of any information that may relate to a child's health and safety.
- To take reasonable precautions whilst in charge of the children to see that they do nothing that is likely to injure themselves or others.
- In the event of any injuries deal immediately with the situation referring to the appropriate person and following the school's policy and procedure.
- Ensure that you are a strong, positive role model for the children and other staff.
- To undertake broadly similar duties commensurate with the level of the post.