



Job Description

Job Title: Lunchtime Support Worker

Scale: 2

Hours: 10 hours per week (Lunchtimes)

Responsible to: Senior Leadership Team

This job description summarises the purpose and responsibilities of the role; it is not an exhaustive list of tasks that may be necessary and undertaken in order to achieve this purpose. The purpose and responsibilities can be varied from time to time at the discretion of the CET , in consultation with the role holder.

Responsibilities:

To encourage play activities through supervision of groups of children ensuring their safety and well being. To provide a clean, safe and pleasant environment for children to eat in.

Duties:

- To supervise safe play.
- To model values of co-operation and caring to children.
- To liaise with other members of staff about what occurs during supervision time.
- To follow the school's behaviour policy.
- To follow the school's ethos in speaking with children.
- To structure and stimulate play
- To supervise children whilst they eat their meal
- To maintain the cleanliness of the dining area during the service.
- To ensure that any pupils who have had an accident or feel unwell are referred to the Welfare Officer.
- To attend staff training as appropriate.
- To carry out first aid (full training will be given)
- Any other duties within the scope of this function as directed by the Headteacher.

The postholder shall ensure the duties of the post are undertaken with due regard of the School's Health & Safety Policy and to their personal responsibilities under the provision of the Health and Safety at Work Act 1974 and all other relevant subordinate legislation.

The postholder shall carry out these duties with due regard to the school policies, procedures and priorities.

All Connect Education Staff Will:

- Promote equality of opportunity
- Follow Safeguarding Guidelines and Child Protection policy/procedures
- Contribute to producing/delivering priorities in the School Improvement Plan
- Keep their own performance under review, contributing to monitoring, evaluation and review and participate in performance management/appraisal
- Promote positive attitudes and behaviour
- Contribute to the smooth day to day running of the school
- Be committed to achieving the school values
- Work to develop the school/s to be successful and inclusive
- Respond promptly to concerns from parents, staff or students
- Promote the school in the community
- Work in partnership with all colleagues including the Local Governing Board
- Support Codes of Professional Ethics/Safe Practice in the Staff Handbook
- Have regard for and act in accordance with Health and Safety policy/practice
- Celebrate success of pupils and staff

All CET schools are committed to Safeguarding therefore, all employees working at this school must have the ability to work in a way that promotes the safety and wellbeing of our children and young people.



Person Specification

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Specification

- 1) Commitment to providing a good quality service and take pride in work.
- 2) Willingness to carry out tasks required.
- 3) Presentable appearance.
- 4) Ability to follow instructions.
- 5) An enthusiastic approach to work.
- 6) Ability to work within Health & Safety requirements.
- 7) Ability to encourage and care for children
- 8) Ability to lead play activities with children and promote Delta Primary School values.

How Tested

Application/Interview

Application/Interview

Interview

Application/Interview

Interview

Interview

Interview

Interview