



Midday Supervisor Vacancy

Would you like to join the Team at Denaby Main Primary Academy?

We are looking for an enthusiastic and committed person to join us on our journey and play a key role in our team.

We are a strong and determined school team who are striving to get to good.

We can offer a warm, open and friendly environment where staff wellbeing is given high priority. Quality CPD and development through being part of the Astrea Academy Trust is available through in school and external training and development.

If you are interested in this role please ask for an application form from the main office or email admin@astreadenabymain.org .

Closing date for applications: Friday 17th January 2020

Our academy is committed to safeguarding and promoting the welfare of children and the successful candidate will be required to undertake all appropriate checks including an enhanced DBS check.

Job Description

Position: Midday Supervisor

Salary Range: Living Wage - £9.00 per hour (£2,520 pa)

Contract Type: 6.25 hours per week, term time only (12:00 – 1:15pm)

Reporting to: Pastoral Lead

Location of this position: Denaby Main Primary Academy, School Walk, Denaby Main, Doncaster, DN12 4HZ.

Purpose of Post:

To provide supervision of pupils during the mid-day break to ensure the maintenance of good order, good behaviour, discipline, organising activities and the safety and welfare of all pupils.

Duties and Responsibilities:

- To support the welfare, health and safety of pupils at designated times
- Work under the direction of the line manager for Lunchtime Supervisors – Pastoral Lead, assist them by carrying out a range of duties under their direction.
- Supervise pupils both inside the building and outside in the school grounds during the midday break, organising games and activities.
- Encourage pupils to take part in games and activities appropriate to their age and ability.
- If poor weather prevents pupils going outdoors during the break, settle and supervise them as directed.
- Supervise pupils in designated dining areas during the mid-day break while they are eating their lunch.
- To promote and foster good relationships between pupils through play and games activities.
- To challenge inappropriate behaviour and to provide pupils with boundaries of acceptable behaviour in line with school policy.
- Report any incidents or concerns about the behaviour or safety of pupils to Pastoral Care.
- To arrange for first aid to be administered in line with school policy and practice.
- Clean tables, chairs and floor of spillages and debris between sittings, prior to the tables being re-used. Clean up spillages as they occur.
- To attend meetings
- To undertake relevant training
- Ensure safeguarding procedures are followed and that the school's policy on confidentiality is maintained at all times.
- Follow all school policy and practice.

And any other duties commensurate with the grade and falling within the scope of the post, as requested by management.

The Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

The above duties are not exhaustive and the postholder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Principal.

Person Specification

This part will allow you to understand who we are looking for within this role and the skills knowledge or experience that we would expect.

Knowledge, Qualifications and Experience	Essential	Desirable
Relevant Experience		
Experience of working with /supervising children (including parenting)	✓	
Engaging in children's activities in a formal setting.		✓
Working with children with special educational needs		✓
Education and Training		
Willingness to participate in relevant training	✓	
First Aid Certificate		✓
Knowledge & Skills		
Ability to work co-operatively as a team member.	✓	
Ability to act upon instructions.	✓	
Ability to work with and relate to adults and young people.	✓	
Ability to communicate effectively.	✓	
Ability to deal appropriately with a variety of situations and behaviours.	✓	
Ability to maintain appropriate relationships with children and young people	✓	
Commitment to the safeguarding and promotion of the welfare of children and young people.	✓	
Knowledge of Child Protection procedures		✓
Personal Characteristics		
Ability to relate well to children	✓	
A pleasant and sympathetic	✓	
Ability to work as part of a team	✓	
Flexible approach		✓
Patience		✓