



Job Description

POST: Lunchtime Supervisor **Actual Salary: £3358.72**

LOCATION: Academy

RESPONSIBLE TO: Learning Mentor

JOB PURPOSE

To support the smooth, efficient and safe running of the school by providing supervision for all the pupils on school premises during lunch breaks.

PRINCIPAL ACCOUNTABILITIES

- Supervising of pupils on Academy premises (buildings and grounds) before, during and after lunch.
- Ensuring the health and safety of all pupils in accordance with the Academy's policies e.g. child protection.
- Where appropriate, putting up tables in preparation for meals and wiping and putting them away.
- Sweeping of corridors after lunch session.
- Maintaining the care and well-being of all children in the school.
- To ensure the implementation of the school's equal opportunities policy.
- Other responsibilities as reasonably requested and commensurate with the grading of the post.

This job description reflects the principal accountabilities of the post holder and identifies the level of responsibility as which he/she will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews, and any consequential changes, will be carried out in conjunction with the post holder. It does not form part of your contract of employment