

Inspiring Futures Partnership Trust

Cressex Road, High Wycombe, Bucks HP12 4PR

Co- Principals: Mrs K. Elliott & Mrs V. Morris

CEO: Mr J. Mason N.L.E.

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Our Academy Websites: www.cheppingviewprimaryacademy.org

www.abbeyviewprimaryacademy.org

www.kvpa.org.uk



Casual Midday Supervisor

Job title	Casual Midday Supervisor
Salary	Bucks Pay Range 1A 38 weeks per year- £11.78 per hour
Hours	Part time Term time only. Monday- Friday 5 hours 25min per week (approx. 12:00pm – 1:05pm)
Contract type	Permanent
Closing date	Interviews will be held on receipt of suitable applications.
Starting date	ASAP- Pending satisfactory clearance of all pre-employment checks
Reporting to	Senior Leadership Team
Responsible for	Management of lunchtimes

We are looking for someone who has:

- Experience of working with children is an advantage
- An enthusiastic and positive attitude
- Good quality spoken English
- Commitment to effectively follow safeguarding policies, procedures and training
- An excellent attendance record
- The ability to support and manage the behaviour of groups of children
- The ability to support and encourage positive play
- The ability to be organised and efficient with their time
- A calm approach to a busy and fast-paced lunchtime

Job Description:

Main responsibilities: The post-holder will be expected to carry out the following:

- Setting out and clearing away lunchtime tables, cutlery and water
- Cleaning up after lunchtime
- Supporting children with eating their lunch
- Supervising wet lunchtimes in classrooms on rainy days
- Following school behaviour management and safeguarding procedures
- Supervise children both in the hall and on the playground to create happy and calm lunchtimes
- Organise and teach children new games and activities for their enjoyment
- To ensure all health & safety procedures are followed



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Safeguarding:

- To be responsible, under the direction of the Head of Academy or another designated teacher, for promoting and safeguarding the welfare of all children within the establishment and to ensure that safeguarding is a priority by following procedures effectively and immediately. Vigilance and sensitivity are essential.

Person Specification:

- An ability to communicate with young children effectively and having a good level of spoken English is also essential.
- A good attendance record is also vital to the role

Application and Selection Process:

As part of the application process we invite applicants to complete the My New Term application form, referring to the Job Description and Person Specification detailed above.

In compliance with Safer Recruitment guidelines, CV's cannot be accepted and you will need to complete an online My New Term application form to be considered for this position

Interviews will be held on receipt of suitable applications.

Chepping View Primary Academy and the Inspiring Future's Partnership Trust are committed to safeguarding children, promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Online searches will be completed prior to shortlisting and an enhanced DBS and qualifications check will be carried out upon appointment of all successful candidates



KINGSBROOK VIEW
PRIMARY ACADEMY



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