



# Kingsbrook View Primary Academy

## (Aylesbury)

### Job Role

## Casual Midday Supervisor

***The newest primary Academy in Buckinghamshire is growing rapidly, creating a number of exciting opportunities. Are you ready to join our expanding team and become part of something very special and rewarding?***

***Kingsbrook 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 is a partner academy within Inspiring Futures Partnership Trust. Kingsbrook View's vision will be guided by its motto: "Growing together to achieve dreams" and the Trust's ambition to inspire and nurture every child so they excel in all aspects of life.

As a Midday Supervisor you will ensure the smooth and effective running of our lunchtime systems. You will build relationships with children, teachers and catering staff to ensure the Academy hall is well managed at lunchtimes. You will ensure the correct supervision of children at lunchtime play.

<b>Job title</b>	Casual Midday Supervisor
<b>Salary</b>	Bucks Pay Range 1A Approx. annual salary (based on 38 weeks per year) £3,369
<b>Hours</b>	Part time. Term time only. Monday – Friday 7.5 hours per week (approx. 11:45am – 1:15pm)
<b>Closing date:</b>	<b>Interviews will be held on receipt of suitable applications.</b>
<b>Contract type</b>	Permanent
<b>Starting date</b>	ASAP- Pending satisfactory clearance of all pre-employment checks
<b>Reporting to</b>	Senior Leadership Team
<b>Responsible for</b>	Management of lunchtimes

### 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

### 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 is 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 application form, referring to the job description and person specification detailed above.

**Interviews will be held on receipt of suitable applications.**