**Midday Meals Supervisor – St Thomas C of E Primary Academy**

**Roles and responsibilities:**

* To set up the hall/ classroom on arrival – putting out tables, chairs and cutlery.

To serve food to pupils ensuring that all pupils receive the meals that the parents have ordered.

* To supervise the pupils either in the hall or classroom.
* To be aware of any medical/dietary needs of those pupils in your care.
* To help clean the hall and classroom after the meals have been eaten.
* There will also be a requirement for further training in the role – for example- Food Hygiene & Allergy e-learning courses and manual handling.