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**Job Title:** Midday meals assistant  
**Start date:** September 2024  
**Hours:** Mon- Fri 1.5 hours per day (times to be confirmed) term time only (7.5 hours per week)  
**Actual Salary:** NLW £11.44 per hour

*Lace Hill Academy is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be subject to pre-employment checks including: an enhanced DBS check, references and the right to work in the UK.*

Lace Hill Academy wishes to appoint a highly enthusiastic, motivated and flexible midday meals assistant to assist the children at lunch time.

**Job Purpose:**

The Midday meals Assistant role is to assist in the smooth running of lunchtime.

**The duties include:**

- To assist the pupil in the lunch hall - help cut up food when needed
- Encourage good behaviour and table manners
- Supervise the children in the playground (or indoors if wet weather)
- Deal with minor injuries (First Aid Trained only)
- Organise and supervise games outside

**Area of Responsibility:**

- Midday meals assistant should be on hand to supervise entry into the main hall; make sure water is available and assists with the general cleaning of tables. When the sitting ends the midday meals assistant will assist in cleaning tables in preparation for other classes entering the hall.
- During lunchtime play remain on playground, moving around to ensure all play areas are supervised. Any children wishing to enter the building to use the toilets must be issued with a band. During wet playtimes midday meals assistants will distribute themselves in the nominated classrooms
- Any minor incidence of bad language, unkind behaviour and bad manners to be dealt with by midday meals supervisor. Any serious incidents or refusal should be reported to the Class teacher or a member of the Senior Leadership Team who will deal with the individual children.

**What we can offer you:**

- A small, supportive and friendly work environment
- Training opportunities for the role held and a commitment to develop staff to ensure staff achieve their professional aspirations

**How to Apply:**

Please visit [www.mynewterm.com](http://www.mynewterm.com) to apply.

**Closing date:** Monday 8<sup>th</sup> July 12:00 noon

**Interviews:** Thursday 11<sup>th</sup> July