



"love learning"

Job title: Senior Midday Play Leader



Location: Wheatfields Infants' and Nursery School

Pay Grade: H3

Purpose of the Role: Supervise the midday playleader team to ensure pupils have access to a safe and pleasant environment during the lunch time break.

Timings: 11.15am – 1.15pm daily Monday – Friday term time only.

Responsibilities:

- Allocate duties to midday playleaders and lunchtime support staff / planning rota
- Make sure on a daily basis that there is cover and re-allocate as required, use SLT if very short of cover
- Communication of key information to the team so that they are aware of new initiatives and information relevant to their roles
- Act as a point of contact for any behaviour or safeguarding incidents that need to be escalated before ensuring recording on CPOMs
- Report incidents to senior staff in line with the schools policies and procedures
- Regularly stock check playground equipment
- Train new members of the team as part of their induction alongside SLT
- Organise supervision of pupils during the midday break
- Oversee the supervision of activities and maintain the health, safety, welfare, good conduct and safeguarding of pupils during the midday break
- Report incidents in line with school policy
- Liaise with colleagues on how to meet any individual pupil needs (e.g. SEN).

Individuals in this role may also undertake some or all of the following:

- Select and order playground equipment
- Run regular team meetings
- Oversee the meals in our dining room "Bramble"
- Undertake playground supervision
- Ensure adequate first aid treatment is available during the midday break.
- Encourage pupils to eat their meals and let class teachers know if meals are not being eaten
- Oversee and participate in dining arrangements this includes the cleaning up of spillages of food or liquid during meal service and wiping down of tables and clean dining areas between meals and after
- Set up and run activities for pupils in playground areas
- Undertake safeguarding training as required and Paediatric first aid training
- Supporting children who are ill or who get wet or muddy/ toilet accidents

Knowledge	Competencies
<ul style="list-style-type: none"> ● Good knowledge of School procedures and policies ● Health and Safety ● Level 1 Safeguarding / Awareness of keeping children safe ● Understanding of the both the Trust and Schools Aim, Vision and Core Values ● Manual Handling 	<ul style="list-style-type: none"> ● Communication ● Team working ● Active listening ● Sensitivity ● Monitoring ● Planning and Organising



"love learning"

Job title: Senior Midday Play Leader



This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of our Trust's employment process. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.