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Battle Hill Primary School

Berwick Drive

Battle Hill Estate

Wallsend

NE28 9DH

Tel 0191 6071149

Email: [office@battlehillps.org.uk](mailto:office@battlehillps.org.uk)

Lunchtime Supervisor (Part-time)

10 hours per week

SCP 2 Term Time Only

Closing Date: Midday 17th October 2024

To start – ASAP

The Governors and Headteacher of our lovely inclusive School are seeking to appoint a Lunchtime Supervisor to join our team as soon as possible.

Duties and responsibilities include:

* to undertake games and activities with pupils
* to deliver pastoral support whilst supervising the pupils
* during play, to support the individual behaviour plans for pupils
* to support and supervise pupils consistently whilst recognizing and responding to individual needs and provide advice to assist their social, health and hygiene development
* to promote the inclusion and acceptance of all pupils within the play-ground. encourage pupils to interact and work co-operatively with others and engage in all activities
* under direction, to receive and organize support for a child who has been excluded or is not included within the playground activities, similarly provide support for distressed pupils
* to provide feedback to pupils in relation to their behaviour, when requested
* to deal with minor incidents and the health and hygiene of the children
* to provide objective and accurate feedback of pupils’ behaviour to a senior midday supervisor or appropriate member of staff through a pre-determined reporting procedure
* to ensure the health and safety of pupils at all times
* to work within an agreed system of supervision with small groups of children to assist the senior midday supervisor
* To assist other supervisors with daily tasks in lunchtime supervision in main hall if required
* to be aware of, and comply with, policies and procedures relating to child protection, health and safety, security and confidentiality, reporting all concerns to an appropriate person
* to be aware of and support differences and ensure all pupils have equal access to opportunities to develop
* to contribute to overall ethos/work/aims of the school
* to attend and participate in regular meetings, training and other activities, as required
* to attend meetings with senior midday supervisors, as required

The hours of work will be 11.15am to 1.15pm Monday to Friday

Job Packs are available from the school office and can also be obtained by emailing [office@battlehillps.org.uk](mailto:office@battlehillps.org.uk)

Please note **CV’s are not accepted** and all applications must be submitted on the correct form.

Battle Hill Primary School is committed to safeguarding and promoting the welfare of children and young people and we expect all staff and volunteers to share this commitment. As such a Disclosure and Barring Service (DBS) disclosure will be sought along with other relevant employment checks deemed appropriate.