



## LUNCHTIME SUPERVISORY ASSISTANT

**Salary Details:** EHCC Grade A

**Hours of Work:** 11:55 – 13:05 Monday to Friday term time only

**Actual salary:** £2,998 to £3,023 (From April 2022 scales)

**Closing Date:** 7th May 2024 – Noon

**Interview Date:** TBC

We are looking to recruit a caring Lunchtime Supervisory Assistant who enjoys working with children. The successful candidate will be; confident when dealing with children, a good communicator, a team player, calm and willing to undertake first aid training.

The role involves a variety of responsibilities and these are allocated on rotation:

- Playground/field supervision, dining hall duties and wet break supervision in class
- Involving yourself in games and activities whilst supervising
  - Supporting the children in line with the School's Behaviour Policy
  - Administering basic first aid and keeping records of accidents, liaising with other staff as necessary
  - Attending team meetings outside of the lunch period
  - Attending training, where applicable
  - Assisting with ancillary duties e.g. cleaning up spillages, wiping tables etc.
  - Ensuring confidentiality and discretion

We would like to hear from you if you are patient, have a sense of fun and are committed to supporting all children to achieve their best.

Hiltingbury Junior School and Hampshire County are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

For an Application Pack please visit the school website at [www.hiltingbury-jun.hants.sch.uk](http://www.hiltingbury-jun.hants.sch.uk)

Completed applications should be returned to [recruitment@hiltingburyjuniorschool.co.uk](mailto:recruitment@hiltingburyjuniorschool.co.uk)