**Vacancy: Lunchtime Supervisory Assistant**

**Closing date: Friday 25th November**

**Interviews:** **Tuesday 29th November**

**Job Start Date:** ASAP

**Contract/Hours:** Fixed Term until July 21st 2023 initially - Part-time

**Salary Type:** Support Staff

**Salary Details:** Grade A - £10.50 per hour

**Hours of Work:** 6.25 hrs per week - Mon - Fri 11.50 - 1.05pm

**Location of Role:** Mengham Infant School

**Job/Person Summary**

We are looking for a caring, friendly, responsible and reliable Lunchtime Supervisory Assistant to join our enthusiastic school team. Our lunchtime team plays a key role in providing our children with a positive, happy and safe lunchtime.   
  
The successful applicant will have the following skills and ideally will have experience of working with children. You will need to be a reliable, caring and confident when dealing with pupils and staff, a good communicator, well organized and be able to work well in a team.   
  
**Role Purpose:**   
To support the school ethos  
To supervise pupils during lunchtime period   
To encourage purposeful playtimes for the children   
To organise and take part in outdoor play with the children   
To ensure productive lunchtime activities for the children   
To ensuring confidentiality at all times   
To carry out other duties relating to lunchtime as required by line managers   
To ensure the safe welfare and good conduct of the children   
To make lunchtime a happy and fun time

To administer First Aid when needed.

**We can offer:**Training including First Aid, Health & Safety and Child Protection   
Wonderful children and school environment   
Friendly, helpful and a committed school team

If you enjoy working with children and feel this job is for you, we would very much like to hear from you. Application packs are available on our school website: [www.mengham-inf.hants.sch.uk](http://www.mengham-inf.hants.sch.uk)

If you require any further information about this role please contact the school office on: 02392462470