Vacancy Information

***Duties will include:***

Working as part of a team, supervising and monitoring pupils’ behaviour during the midday break

* Plan and 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 / complex problems in line with school policy;
* Ensure adequate first aid treatment is available during the midday break;
* Communicate with pupils and encourage them to select and eat healthy balanced meals;
* 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;
* Maintain confidentiality and adhere to safeguarding procedures.

The successful candidate will need to have knowledge of school procedures for supervision of midday meal service and playground activities.

**Closing date: Monday 30th September 2024**

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| Post Title: | Midday Supervisor  |
| Directorate: | The Sea View Trust |
| Location: | Park Community Academy & The Oracle (Sixth Form) |
| Terms: | Permanent |
| End date if Temporary: | N/A |
| Hours: | 7.5 hours per week |
| Weeks: | 38 (Term time only) |
| Grade: | Grade B |
| Pay Range: | SCP3-4 |
| Salary FTE: | £23,151 |
| Pro Rata Salary: | £3,934 |
| Allowances: | N/A |
| Required: | ASAP |