



**TAPESTRY
LEARNING
PARTNERSHIP**

JOB OPPORTUNITY

Breakfast Club Assistant

**Hilltop Primary Academy & Nursery,
Ashbourne**

Permanent

7.5 hours per week, 38 weeks per year

Pay Scale 1 - £4,222 - £4,287 pro rata (£24,746 - £25,129 FTE)

Join us on an exciting journey of transformation and excellence.

At Tapestry Learning Partnership, we believe in the power of education to change lives. Formed in January 2026 through the merger of two strong trusts, QEGSMAT and Djanogly Learning Trust, we are building a future where every child succeeds and flourishes.

About the Role

As a Breakfast Club Supervisor, you will help provide a safe, positive, and welcoming start to the school day. Working as part of a team, you will supervise pupils during breakfast, promote healthy eating, support their wellbeing, and encourage independence.

Who We're Looking For

We are looking for a caring, reliable, and enthusiastic individual who enjoys working with children and can help create a positive start to the school day. The successful candidate will be able to work well as part of a team, promote healthy eating habits, support pupils' wellbeing, and encourage independence. A calm and friendly approach, together with a commitment to safeguarding and supporting all children, is essential.

About Hilltop Primary Academy

Hilltop Primary Academy is a welcoming and inclusive school for children aged 3 to 11, where every child is encouraged to thrive academically, socially and emotionally. Located in Ashbourne, the academy offers a nurturing learning environment with a strong sense of community, where pupils are known, valued and supported as individuals. With dedicated staff and high expectations, Hilltop Primary Academy provides engaging, high quality teaching that inspires a love of learning and builds confidence. As part of Tapestry Learning Trust, the school benefits from strong partnerships and shared expertise, ensuring pupils are well prepared for the next stage of their education and beyond.

Why Join Tapestry Learning Partnership?

As part of our Trust, you'll benefit from:

- A supportive network of professionals who share your commitment to excellence
- High-quality professional development and career progression opportunities
- A caring, inclusive organisation that values staff wellbeing and work-life balance
- Access to a range of employee benefits designed to promote health and wellbeing

This is your chance to be part of something special. Help us shape the future and make a lasting impact.

Tapestry Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is a criminal offence to engage or seek to engage in regulated activity or regulated work with children, if you appear on the DBS barred list. All appointments are subject to an Enhanced DBS check and be eligible to work in the UK.

Further information about our commitment to Safeguarding can be found at: [Tapestry Learning Partnership](#)

Please be aware, the Trust may also consider performing an online presence check as part of their preemployment checks.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare any cautions, convictions, reprimands and final warnings that are not protected (i.e. that are not filtered out) as defined by the rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020).

If you are interested and wish to have an informal conversation to discuss the role or would like to visit the school, we would be happy to arrange this, please call 01335 343041.

Further details about our school can be found on our website: [Hilltop Primary Academy and Nursery with ERS Provision](#)

To apply for this position, please visit our careers page via our website: [Tapestry Learning Partnership](#)

Closing date for applications: Sunday 27th September 2026

Interview date: TBC

Start Date: ASAP

JOB DESCRIPTION

Post Title:	Breakfast Club Assistant
Reporting to:	Assistant Headteacher
Grade:	Pay Scale 1
Disclosure Level:	Child Workforce - Enhanced, Children's Barred List

Purpose of the Post

To supervise and support pupils attending the breakfast club, ensuring their safety, wellbeing, and enjoyment in a positive and welcoming environment. The post holder will encourage healthy eating habits, promote independence, and help pupils make a calm and positive start to the school day.

Key Duties and Responsibilities

In the dining area:

- Support pupils' to be independent in fetching their own food and clearing up after themselves
- Encourage children to eat their breakfast and try new foods
- Support pupils to use cutlery correctly, particularly supporting them to use a knife to cut food as appropriate
- Supervise pupils scraping waste food and stacking plates/trays
- Wipe down the tables and benches between use
- Clear up any spills quickly to avoid accidents
- Establish and maintain relationships with individual pupils and groups

Behaviour:

Contribute to the management of pupil behaviour, children respond better to positive than negative approach. Always try to use 3 positive comments to every 1 negative.

Use non-verbal reprimands first, such as look or a shake of the head, if these fail:

1. Administer a verbal warning. Use words 'This is a verbal warning because you have...'
2. If the behaviour continues then a second warning is given and the child is sent to the wall for a period of time (5 mins timed by you)
3. If the child continues after this, they will be sent to the member of the SLT that is on duty that day

Person Specification

Post requirements	Essential	Desirable	Evidence and Assessment
Qualifications			
Good level of English language	✓		Application form
Experience			
Experience of working with children	✓		Application form, references
Skills and abilities			
Ability to engage with children	✓		Application form, references
Ability to apply the behaviour rules with children	✓		Application form, references
Ability to use a computer		✓	Application form, references
Personal Qualities			
Belief in the values and behaviours of DLT	✓		Application form, references
Evidence of continuing professional development	✓		Application form, references
Commitment to equal opportunities and diversity in the performance of duties	✓		Application form, references