



**ATHENA**  
LEARNING TRUST

## Active Lunchtime Supervisor (OPAL)

Applicant Pack

**Closing date:**

13<sup>th</sup> May 2026

**Interview date:**

week commencing

17<sup>th</sup> May 2026



## Join Athena - Inspiring World-Class Education Together!

At Athena, we are a passionate and forward-looking educational organisation committed to providing world-class education and helping individuals **lead great lives**. Our core values of "**dream big, take responsibility, and be kind**" guide our mission to create a supportive and inclusive learning environment where everyone can excel and grow.

**Job Title:**

Active Lunchtime Supervisor

**School Base:**

Launceston Primary School

**Closing Date:**

13/05/2026

**Interview Date:**

wc 17/05/2026

**Vacancy Start Date:**

June 2026

**Contract Type:**

Fixed Term until 21/07/2026 but will likely be extended

**Salary:**

£13.45 ph



## Being an Athenian

At Athena, we believe in the power of education to transform lives and shape a brighter future. We are dedicated to fostering a strong sense of community, where students, educators, and parents collaborate to achieve academic excellence and personal growth. Our commitment to "**dream big, take responsibility, and be kind**" underpins everything we do, inspiring our students to aim high, take ownership of their learning, and treat each other with respect and compassion.

We are inspired by wisdom, creativity and learning. Determined to create a world where all children get to go to great schools, our mission is to provide the knowledge and education to bring opportunities, choices and freedom.

If you want to be part of an inspirational team of big thinkers who will support you to develop your full potential and value your knowledge, passion, wellbeing and commitment, it sounds like you could be on your way to joining us and becoming an Athenian.



# What makes Athena different

## Our Commitment to you

We recognise that all of our people have a role to play in ensuring our students have access to world-class education and so each one is valued. We are committed to creating an inclusive and supportive work environment that promotes both personal and professional growth. We put staff wellbeing first and here are some of the benefits and perks you can enjoy as a member of our team:

**Impact:** positive outcomes for our students

**Leaders:** we see everyone as a school leader

**Wellbeing:** ensuring your time off is for you

**Generous pension:** the local government pension scheme

**Employee Wellbeing Initiatives:** support your physical, mental, and emotional health

**Benefits:** Enjoy access to various discounts, benefits, and rewards to enhance your lifestyle.

*Join us on this journey to inspire greatness in ourselves and others. Together, we can create a brighter future and make a lasting difference in the lives of our students and the communities we serve.*

## People

passionate about making a difference in the lives of each other and our students

## Development

investing in our employee's growth and development

## No burn out

cut low-impact workload and champion staff wellbeing

## Support

valuing our employee time and impact by investing it well and providing wrap around support

## Flexibility

flexible working to promote work-life balance where possible



## Role Summary

To supervise the lunchtime activities of individuals and groups of students on the playground and field, encouraging responsible and appropriate behaviour and activities ensuring the safety of pupils.

We have an outside whatever the weather approach to play, so you will need to be willing to be outside throughout all seasons. Wet weather gear will be provided.

## What you will be doing

### Build Knowledge

- To remain aware of children with special educational needs and liaise with the appropriate colleagues to ensure play activities are appropriate and safe for all children.
- To comply with the MAT's First Aid policies and procedures.
- Teach children to risk assess their activities when using different equipment including items such as tyres, planks, trolleys, crates.
- Know when to interrupt children's play and when to let them dive in to their imagination.
- Know what materials would be useful and safe to engage children in imaginative and exciting play.

### Build Trust

- To plan and organise engaging play activities for children in the school's outdoor areas to foster a fun and inclusive play environment.
- To support children to be outside in inclement weather through selecting appropriate outdoor clothing.
- Ensure appropriate and safe behaviour of children during play periods.
- Establish and manage a pupil play leader program, engaging older students to support activities for younger children.

### Prioritisation

- To supervise children during the lunch period in accordance with the MAT's pupil management, discipline, behaviour and anti-bullying policies. To complete the necessary records with regard to any incidents relating to such policies, in accordance with the policies.
- To deal with emergencies that may occur in accordance with the MAT's procedures, including the administration of first aid, and inform a member of the teaching staff/Principal in the event of an emergency. To ensure all sickness/accidents are recorded in accordance with the school's procedures.
- To interact positively with children to encourage them to engage in meaningful and constructive activities, and to deal with emergencies that may occur.

### Clarity and Energy

- To ensure the tidiness of the activity area and ensure all equipment is tidied away.
- To maintain the school's supply of waterproofs and wellies keeping them tidy and well organised.
- Act as a role model to colleagues and students when on the school site, delivering enthusiasm for your role and understanding the importance of your work.

### Follow Up

- To report back to the appropriate Teacher any issues relating to children's progress, achievements, behaviour or problems which may become apparent.



## How you will be doing it

### **Dream Big**

- Deliver value opportunities for world class education for all students

### **Take Responsibility**

- To maintain confidentiality of information acquired in the course of undertaking duties for the department.
- Ensure Health and Safety and Safeguarding are at the centre of your approach.
- Take accountability for your own development and aspire to deliver the very best practice across all areas of your role.
- To attend staff meetings and school-based CPD days as required.

### **Be Kind**

- To encourage acceptance and inclusion of all students.
- Support positive strategies for promoting equality and for challenging racial and other prejudice.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

You could reasonably be asked to work out of our partner sites to support where required.





## Qualifications

- GCSE's or equivalent to include Maths & English at a C grade or above
- Good levels of literacy and numeracy

### Desirable

- First Aid Certificate

## Experience

- Strong organisational and time management skills, strong ability to maintain confidentiality and professionalism
- Able to work proactively as part of as a team and when lone working
- Ability to effectively manage student behaviour in accordance with the School's policies and procedures.

### Desirable

- Previous experience of working with children with complex needs/challenging behaviours within a classroom environment or similar
- Experience working with students with diverse backgrounds and learning needs
- Previous experience of working with children

## How to Apply

If you are passionate about our values and dedicated to making a meaningful impact on education, we invite you to apply. **Please complete the application form on My New Term** and tell us about how you connect with our values of "**dream big, take responsibility, and be kind**" and what you feel you can contribute to our team and our goal to deliver world class education.

Athena Learning Trust is committed to **safeguarding** and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to Enhanced DBS clearance and appropriate pre-employment checks.

We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are advised.

## Apply now

and experience the difference in a rewarding and meaningful career in education.