



VACANCY FOR MEALTIME ASSISTANT

UMBERLEIGH ACADEMY **POWERED BY MYNEWTTERM**

Role Overview

Job Title: Mealtime Assistant

Start Date: Monday 27th April 2026

Salary: £12.85 per hour (Grade A)

Hours Per Week: 5 hours and 50 minutes per week (12pm – 1:10pm; Monday – Friday)

Status: Permanent, Part-Time

Working Weeks: 38 weeks / term-time only

Positions Available: 1 or 2

Note: We understand availability varies. We will consider applications for one or more of the days if you are unable to undertake all five. Please indicate your availability on your application form.

Closing Date: 12 Noon on Friday 17th April 2026

Interview Date: Wednesday 22nd April 2026

Are you friendly, reliable and enjoy working with children? Umberleigh Academy is looking for a Mealtime Assistant to join our supportive team. This is a fantastic opportunity to play an important role in the daily life of our school community, helping to create a safe and happy lunchtime experience for our pupils.

Your Responsibilities

Working as part of a team managed by the Head of School, your role will include:

- **Supervision:** Supervising children during lunchtime to ensure a safe environment.
- **Support:** Assisting younger children with opening food packages and using cutlery.
- **Promoting Wellbeing:** Encouraging healthy eating, positive social interaction and a caring atmosphere.
- **Environment:** Ensuring the dining area remains clean and safe.



- **Behaviour:** Promoting good behaviour and positive playground/dining hall conduct.

What We're Looking For

- A warm, approachable and patient personality.
- Reliability, punctuality and a genuine interest in supporting children.
- The ability to work effectively within a friendly staff team.
- A commitment to safeguarding and promoting the welfare of children.

The appointed person will work as part of a team of Mealtime Assistants managed by the Head of School. In-service training will be provided where appropriate.

Why Join Us?

We offer a welcoming environment where teamwork and professional development are highly valued. In-service training is provided where appropriate. Additional benefits include:

- **Pension:** Membership of a generous pension scheme (TP/ LGPS)
- **Health & Wellbeing:** Access to Medigold Occupational Health who provide our employees with a range of free health and wellbeing benefits including access to Thrive; a mental wellbeing app and free seasonal flu vaccinations.
- **Work-Life Balance:** Wellbeing and Long Service days
- **Schemes:** Cycle to work scheme

For more information and to view the full details of this role, you can access the advert via our website at www.teamacademytrust.com/vacancies

We actively welcome visits to our schools. Should you have any further questions or wish to arrange a visit, please contact Corrinne Smith Head of School, via admin@umberleigh-primary.devon.sch.uk

How to Apply

If you would like to contribute to a Trust committed to providing outstanding learning experiences for all pupils, please apply via mynewterm. To submit your application, you will be required to register as a candidate and complete the full application form on their platform, as we are strictly unable to accept CVs.

As this post is advertised on multiple platforms, we reserve the right to interview upon receipt of suitable applications; candidates are therefore encouraged to apply at their earliest opportunity.

TEAM Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and expects all its staff and volunteers to share this commitment. An Enhanced DBS check will be undertaken and references taken up before interview. All shortlisted candidates are subject to a pre-employment online search prior to interview.