



Job Role

Midday Supervisor (predominantly working with Reception and KS1 be required to support KS2)

Start date

November 2026 - Pending satisfactory clearance of all pre- employment checks

For further information please visit our website: www.cvpa.org.uk or to discuss the role further please contact our Principal Kirsty Elliott, via email at kelliott@CVPA.school

Chepping View Primary Academy and the Inspiring Future's Partnership Trust are committed to safeguarding children, promoting the welfare of children and expects all staff and volunteers to share this commitment. An enhanced DBS and qualifications check will be carried out upon appointment of all successful candidates.





About Chepping View Primary Academy

Chepping View is set in large grounds, with plenty of green spaces including a field and a meadow for outdoor learning. The academy provides children with a wide range of stimulating and innovative learning opportunities, such as using our DT room for cooking and playing sport on the Astroturf.

Message from the Principal

Welcome to Chepping View Primary Academy where we strongly believe our school motto that “Everybody Matters” and all our staff work hard to ensure that every child receives an excellent education.

The pupils, staff and Trustees of Chepping View are all very proud of our two-form entry school which sits at the heart of its local community and is part of the Inspiring Futures Partnership Trust.

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We aim to ensure our pupils develop enquiring minds and acquire the relevant skills, attitudes and knowledge to fully prepare them as they progress from Chepping View onto Secondary School and beyond. A wide range of extra-curricular activities are offered so that children can further develop other talents.

As a team, we aspire to be the best we can be and we are committed to providing excellent learning opportunities for all of our children. We believe that every child has the potential to achieve and it is our core purpose to do everything we can to maximise the opportunities for their success. Educating children is a great responsibility and privilege and at Chepping View we readily accept this, working in partnership with parents and carers.

Visitors often comment on the warm and friendly atmosphere at Chepping View and the positive attitude of the children, parents and staff. We have both worked at the academy for a long time, care a great deal about our community of pupils, staff and parents and fell very lucky to lead such a wonderful school.

Kirsty Elliott
Principal



Vision, Values and Ethos

Vision:

Chepping View Primary Academy's vision is to work collaboratively to educate and nurture our community, giving everyone access to opportunities so that they can thrive in every facet of life, fulfil their potential and make a positive contribution to the world.

Values:

At Chepping View we believe that every child has the right to an outstanding education and should take responsibility for their learning and behaviours. We promote our ethos through 'Creating Excellent Learners', known as the 5 Rs which are embedded throughout academy life:

- **Resilience:** Pupils are encouraged to never give up by managing their distractions, persevering, being attentive and making links. They are taught to self-regulate their emotions, learning to recover from setbacks and tackle challenges in a positive and healthy way
- **Relationships:** Pupils are encouraged to build relationships within their academy journey, ensuring they are well prepared for the next stage of education and life in their community. Adults model and promote positive relationships with children and each other. Pupils can work alongside others by teaching them to collaborate, respect, empathise and communicate well
- **Reflectiveness:** Pupils are encouraged to reflect on what they do and why they are doing it, the impact of this and what they might do differently next time. Adults support children to develop reflectiveness in all aspects of their learning. Pupils are encouraged to learn how they learn and behave best through discussing, planning, reviewing, and coaching
- **Resourcefulness:** Pupils are encouraged to meet challenges in a variety of ways, learning to find quick and clever ways of overcoming difficulties. Adults support children to draw upon their unique abilities and promote a creative approach to problem solving. Pupils learn what to do when they have a problem through questioning, making links, imagining, reasoning, and looking
- **Risk-Taking:** Pupils are encouraged to overcome barriers by being flexible, fearless, brave, adventurous and by demonstrating strength and endurance. Pupils are supported to take risks safely and develop confidence to be able to cope with challenging situations

Ethos:

'Everybody Matters at Chepping View' underpins the school's culture and behaviour. This means that Chepping View Primary Academy:

- Safeguards all members of the academy community, ensuring that the academy is a safe and secure learning and working environment
- Values, respects, and embraces the diversity of our community and the world in which we live
- Is aspirational for all pupils, providing them with a broad, rich, engaging, and challenging curriculum



- Meets the individual needs of the children and families that attend our academy
- Has high expectations of the whole community
- Promotes British Values in everything that we do
- Works closely with all academies within the Inspiring Futures Partnership Trust
- Works within the wider community, including supporting other schools, to ensure their children have access to an excellent education

Midday Supervisor Job Description

Job title	Midday Supervisor (predominately working with Reception and KS1 be required to support KS2)
Salary	Bucks Pay Range 1A-£24,630 FTE Actual £5,961 Approx. annual salary (based on 38 weeks per year, £12.77 per hour)
Hours	11:20am-1:30pm Monday - Friday (10 hours 50 minutes per week)
Contract type	Permanent
Closing date	31 st August 2026
Interview date	Week commencing 7 th September 2026. Interviews will be held upon receipt of strong applications.
Provisional Starting date	November 2026- Pending satisfactory clearance of all pre-employment checks
Reporting to	Senior Leadership Team
Responsible for	Management of lunchtimes

We are looking for someone who has:

- An enthusiastic and positive attitude
- Good quality spoken English
- Commitment to effectively follow safeguarding policies, procedures and training
- An excellent attendance record
- The ability to support and manage the behaviour of groups of children
- The ability to support and encourage positive play
- The ability to be organised and efficient with their time
- A calm approach to a busy and fast-paced lunchtime

Experience of working with children is an advantage

Main responsibilities:

The post-holder will be expected to carry out the following:

- Setting out and clearing away lunchtime tables, cutlery and water
- Cleaning up after lunchtime
- Observing and supporting children with eating their lunch
- Supervising wet lunchtimes in classrooms on rainy days
- Following school behaviour management and safeguarding procedures
- Supervise children both in the hall and on the playground to create happy and calm lunchtimes
- Organise and teach children new games and activities for their enjoyment
- To ensure all health & safety procedures are followed



Safeguarding:

- To be responsible, under the direction of the Head of Academy or another designated teacher, for promoting and safeguarding the welfare of all children within the establishment and to ensure that safeguarding is a priority by following procedures effectively and immediately.
- Vigilance and sensitivity are essential.

Person Specification:

- An ability to communicate with young children effectively and having a good level of spoken English is also essential.
- A good attendance record is also vital to the role.

Further Information:

For more information about our Academy please visit our website www.cheppingviewprimaryacademy.org.uk or to discuss the role further please contact our Principal, Kirsty Elliott, via email: kelliott@CVPA.school

Application and Selection Process:

As part of the application process we invite applicants to complete the online My New Term online application form, which includes a personal statement that should outline your suitability for the post by referring to the job description and person specification.

In compliance with Safer Recruitment guidelines, CV's cannot be accepted and you will need to complete an online application form to be considered for this position

Shortlisting:

Candidates will be notified if they have been successful for interview. Early applications are encouraged, we reserve the right to interview strong applicants before the closing date of this advert.

Chepping View Primary Academy and the Inspiring Futures Partnership Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. Online searches will be completed prior to shortlisting and an enhanced DBS check will be sought from the successful candidate