



## Job Description

Job Title:	<b>MIDDAY LEARNING SUPPORT</b>
Location:	<b>Peak School, Buxton Road, Chinley, Derbyshire, SK23 6ES</b>
Hours per week:	<b>15 hours per week - 3 hours per day (start times will be 11.00 am or 11.30 am to provide support over lunch period)</b>
Weeks worked per year:	<b>39 weeks per year (Term Time Only)</b>
Reporting to:	<b>Headteacher</b>
Salary Scale:	<b>Grade 5 (Point 04-05)</b>
Actual Salary:	<b>£8,8780 - £8,918</b>

January 2026

## Main purpose of Role

- To work under the guidance of teaching/senior staff and within an agreed system of supervision
- To implement agreed work programmes with individuals/groups, in or out of the classroom, including assisting with the general care, mobility and personal hygiene needs of pupils. This could include those requiring detailed and specialist knowledge in particular areas and will involve assisting the teacher in the whole planning and recording cycle, and the management/preparation of resources
- The MLS may be required to manage behaviour and assist pupils to undertake set activities. The primary focus will be to ensure continued high-quality learning and pupil achievement

## Principal Accountabilities:

<b>Main Duties</b>	<ul style="list-style-type: none"> <li>• The post-holder will demonstrate essential professional characteristics, and in particular will:</li> <li>• To support pupils in class groups implementing work set by the teacher.</li> <li>• Help support the teacher with the management of pupil behaviour.</li> <li>• Responsible for the supervision of pupils throughout the midday lunch and break period</li> <li>• Support pupils whilst they are having a meal and implementing feeding programmes under the guidance of teaching staff as necessary, assisting pupils to eat their meals as necessary and promoting good behaviour at all times.</li> <li>• Supervising pupil's toileting and personal hygiene programmes as appropriate.</li> <li>• Organising appropriate recreational activities during the mid-day break, encouraging positive play and interaction.</li> <li>• To apply the school's emergency procedures as necessary in respect of illness, injury and fire.</li> </ul>
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	<ul style="list-style-type: none"> <li>• To report incidents of concerns to the Head in accordance with the Safeguarding procedure of the school.</li> <li>• To follow the school's discipline policy using positive language to encourage acceptable behaviour. To undertake appropriate training as necessary to meet the pupil's needs.</li> <li>• To carry out other instructions given by the Headteacher or members of the Senior and Middle Leadership team which reasonably fall within the purpose of the post.</li> <li>• Engage and motivate pupils</li> <li>• Improve the quality of pupils' learning</li> <li>• Inspire trust and confidence in pupils and colleagues</li> <li>• Build team commitment with colleagues and in the classroom</li> <li>• Demonstrate analytical thinking</li> <li>• Demonstrate empathy with and an appreciation of the care needs of pupils</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• Ensuring Compliance with GDPR requirements.</li> </ul>
<b>Other General Requirements</b>	<ul style="list-style-type: none"> <li>• Represent and promote the ethos and values of Esteem Multi-Academy Trust</li> <li>• To take and be accountable for all decisions made within the parameters of the job description</li> <li>• Participate with performance management and training and activities that contribute to personal and professional development</li> <li>• Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities &amp; GDPR.</li> <li>• Provide a high standard of customer service in all dealings internal and external to the MAT</li> </ul>

This Job Description is non-exhaustive and sets out the main expectations of the post holder. This Job Description can be altered with the agreement of the postholder and will be reviewed regularly. 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

The MAT will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

## Person Specification

Criteria	Essential	Desirable
<b>Qualifications &amp; Experience</b>	<ul style="list-style-type: none"> <li>Successful experience of working with children or young people</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a classroom setting</li> <li>Experience of supporting young people with Physical needs, behaviour and /or learning difficulties</li> <li>Experience of de-escalation strategies to support behaviour for learning</li> </ul>

<b>Knowledge and Abilities</b>	<ul style="list-style-type: none"> <li>• Good oral and written communication skills</li> <li>• Good organisational skills</li> <li>• Ability to maintain accurate records</li> <li>• A commitment to teamwork</li> <li>• Able to form positive relationships</li> <li>• Energy, optimism, initiative, flexibility and commitment</li> <li>• Hard working</li> <li>• Reliable</li> <li>• Approachable</li> <li>• Enjoy working with others</li> <li>• Personality and sense of humour</li> <li>• Knowledge and awareness of equal opportunities policy and commitment to its implementation</li> <li>• Suitable to work with children</li> <li>• Committed to safeguarding and promoting the welfare of children and young people on a daily basis.</li> <li>• Commitment to raising standards of academic and personal achievement</li> <li>• Patient, tactful and approachable</li> <li>• Flexible approach to tasks and workload</li> <li>• Able to undertake a range of tasks as appropriate for the role</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of personal care procedures and physical disabilities</li> <li>• Knowledge and use of Microsoft software and e mail</li> </ul>
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