



As God's family we nurture and inspire our children by broadening their horizons as they learn. Through rich and varied experiences, we enable them to be a loving and caring influence on our world

St Mary's Roman Catholic Primary School,

Kirkley Cliff, Lowestoft,

Suffolk, NR33 0DG

Email: office@stmarysrcps.org

Tel: 01502 565 384

Midday Supervisory Assistant (MSA)

Scale: Scale C point 3; 6.67 hour per week, term time only

Pro rata actual salary £3,729.92 per annum

Working Hours: 11:50am – 1:10pm 5 days a week; totals 6.67hrs a week

This is a permanent position

Required to start 1st June 2026

St Mary's Roman Catholic Primary School is a welcoming and vibrant Primary School situated in Lowestoft. Staff, parents and Governors are very proud of the school and recognise it is a delightful place to grow and learn. The school was a founding member in May 2016 of the St John the Baptist Catholic Multi Academy. The school shares an Executive Head with another local Catholic school and there is a tradition of long established joint support between the two schools.

We wish to appoint a capable, adaptable, caring and responsible person to become part of our hardworking, supportive and committed midday supervisory team. You will need to be enthusiastic, reliable and relate well to children. The post is for 6.67 hours each week term time only from 11.50am – 1.10pm. The successful candidate will receive training and will be responsible with others for setting up the dining hall, clearing and cleaning tables and supervising children both eating lunch and at playtime and other duties under the guidance of appropriate SLT.



As stated in our Mission and Values, we aim for our pupils to have rich and varied experiences that will enable them to become a loving and caring influence on the world. In order for this to happen, we are committed to remove barriers to learning and to build our pupil's confidence and inspire them to reach their goals, with playtime being crucial for children's mental health and wellbeing as well as developing social skills and accurate responses. The ideal candidate will have experience with working with young people, have excellent interpersonal skills. We are looking for an individual who has experience of working effectively with children and young people and can support with initiating games outside and be a positive presence and a role model for the children.

We can offer you:

- Friendly and enthusiastic children
- Support from our dedicated team of staff
- A commitment to on-going professional development
- Strong links with the community and church
- A school committed to staff well-being

Closing date for applications: Sunday 10th May 2026

Shortlisting date: Monday 11th May 2026

Interview date: Week commencing 18th May 2026

All applications to be submitted via My New Term. If you have any issues using the system, please email office@stmarysrcps.org. Informal visits to the school are encouraged and can be arranged by calling the school on (01502) 565384.

Applicants should be supportive of our ethos. St John the Baptist CMAT welcomes applications from members of minority ethnic communities and those with disabilities. The MAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. You will be subject to DBS checks along with relevant employment checks.