

Midday Supervisory Assistant Recruitment Pack





WELCOME

We are looking for a Midday Supervisory Assistant to join our friendly and supportive team at Peartree Primary School.

We have a strong ethos of pupil and staff wellbeing, and are creating an inclusive, happy environment where all children are given the tools they need to succeed.

Visits to the school are welcome, please get in touch if you would like to arrange this.

PEARTREE PRIMARY SCHOOL

Peartree is a friendly and inclusive school, with a strong family feel.

Our whole community works together to ensure that children grow into confident, happy and curious learners who enjoy coming to school each day. Children love our extensive grounds and Forest School sessions, where they can learn and have fun in the great outdoors.



“Pupils are enthusiastic about their experiences at this school. They appreciate how staff care, want them to succeed and have high standards for them. Pupils demonstrate positive attitudes to their learning.”

~ Ofsted, April 2025

Inspiring Ambition

KEY INFORMATION

Age range:

4 to 11

Location:

Welwyn Garden City, Herts

School type:

Academy converter
Ivy Learning Trust

Pupils on roll:

187

Children eligible for FSM:

36.9%

2025 KS2 results:

75% achieved expected
standard (combined)

Ofsted:

Good, April 2025



“Pupils are safe and happy here. They find lessons interesting, enjoy all the different trips they go on and the range of sports activities available at breaktime. The school is calm and welcoming.”

~ Ofsted, April 2025

Our Values

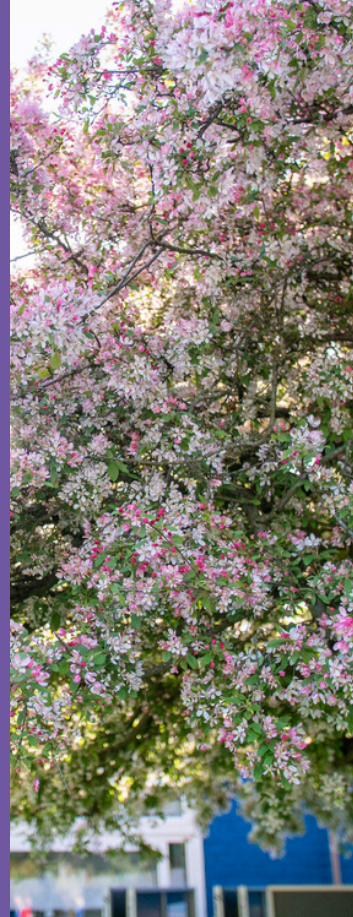
Ivy is a charity and our purpose is to provide education for the public benefit.

At Ivy, we make it easy to make a difference:

 Easier to Learn.

 Easier to Teach.

 Easier to Lead.



Ivy Learning Trust is a family of schools dedicated to giving children a great education. We formed our Trust in 2017 with two Enfield primary schools, Brimsdown and Lavender, in order to formalise the already close working relationship between them. We now have a network of 17 primary schools across North London and Hertfordshire.

This collaboration has enabled our community to benefit from the expertise and talents at each joining school, with leaders sharing successful techniques and innovations. Staff enjoy better access to CPD programmes and opportunities to develop their careers. We are a supportive community, dedicated to ensuring that no one is left behind and that everyone benefits from being part of our Trust.

OUR SCHOOLS



17

Schools

*All Good,
Outstanding or
Expected Standard+*

SCHOOL	LOCATION	JOINED	OFSTED
1. Lavender	Enfield	2017	Good (2025)
2. Brimsdown	Enfield	2017	Good (2023)
3. Churchfield	Enfield	2018	Good (2022)
4. Eastfield	Enfield	2018	Good (2022)
5. Larkspur	Hertfordshire	2018	Good (2023)
6. Walker	Enfield	2019	Good (2023)
7. The Wroxham	Hertfordshire	2019	Good (2024)
8. Woodside	Hertfordshire	2020	Good (2025)
9. Crabtree Infants	Hertfordshire	2021	Outstanding (2024)
10. Crabtree Junior	Hertfordshire	2021	Outstanding (2023)
11. Peartree	Hertfordshire	2022	Good (2025)
12. Martins Wood	Hertfordshire	2022	●●●●●● (2025)
13. Watchlytes	Hertfordshire	2022	●●●●●● (2025)
14. Round Diamond	Hertfordshire	2023	Outstanding (2025)
15. Windhill21	Hertfordshire	2024	Outstanding (2025)
16. Richard Whittington	Hertfordshire	2024	Good (2019)
17. De Bohun	Enfield	2025	Good (2020)

**Schools inspected since joining Ivy.*

JOB DESCRIPTION

Main Duties and Responsibilities

- Supervise the pupils when they are in the dining room eating lunch, encouraging good social skills and manners.
- Clear up the dining room after the lunch break, including clearing any food and wrapping left on the tables, wiping the tables and chairs, and sweeping the floor.
- Supervise activities and maintain the health, safety, welfare, good conduct and safeguarding of pupils during the midday break, having regard to special or additional needs.
- Setting out and storing equipment.
- Encourage pupils to select and eat healthy balanced meals.
- Provide a safe environment for pupils to play / socialise outside.
- Encourage children to be resilient and independent and follow the values of their school.
- Ensure the behavior system is followed and deal with incidents accordingly. Report to senior staff in line with the school's policy.
- Provide first aid during the lunch period as required.
- Set up and model activities for pupils to partake in during lunchtime.
- Interact and engage positively with pupils outside on the playground at lunchtime.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.

Supervision

- The jobholder will usually be managed by a member of the school's senior management team or by a more senior member of staff.
- Day to day direction / supervision will come from the PE & Sport Coordinator (lunchtime lead).

DETAILS AND TIMELINE

Contract Type:

Permanent, Part-Time
5 hours per week

Salary:

£24,413 (FTE)

Closing Date:

19 June 2026

Interview Date:

26 June 2026

Our Policies:

 [Privacy Notice](#)

 [Code of Conduct](#)

 [Recruitment](#)

 [Safeguarding](#)

Peartree Primary School is committed to safeguarding and promoting the welfare of children and young people. The post is subject to an enhanced disclosure and medical checks.

Visits are warmly encouraged.
Please contact 01707 881033 or
email admin@peartreeprimary.org

