

MIDDAY MEALS SUPERVISOR

JOB DESCRIPTION

Introduction

A job description is not designed to limit or define tightly the role, but to demonstrate and clarify to the staff the areas of responsibility specifically within its compass.

It is hoped that all members of the trust will find it possible to display a loyalty and attitude to the schools in keeping with the developing ethos and the commitment to improvement, contributing to it by involvement and example.

The midday meals supervisor will work as a team to ensure that the children attending are provided with the required high-quality childcare as directed by the school.

Key Objectives

- Supervising of all children on school premises (buildings and grounds) before, during and after they have eaten their lunches.
- Putting up tables in preparation for the meal, wiping the tables between sittings and after the children have finished.
- Store away the tables safely and securely and sweep the hall floor.
- Supervising children on the school playground.
- At all times ensure all health and safety regulations are adhered to.

Schools benefit from a flexible approach to working arrangements – because of this, the tasks and responsibilities listed here are not definitive. Headteachers may require particular additional duties to be undertaken to suit the specific school's requirements and these may be incorporated in the role requirements as long as they are at a similar and appropriate level to the listed duties.

Scope

- Follow pre-determined cleaning routines and standards whilst setting up and clearing the hall.
- Work as a team to support and contribute towards the smooth, efficient and safe running of the school by providing supervision for all the children on school premises during the lunch period.

The school is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The successful applicant will be expected to undertake an Enhanced DBS check.