

**Lunchtime Supervisory Assistant – permanent post**

Education and Learning Support Staff - Grade B Point 7

7 hours 55 minutes per week

Term time only (38 weeks) to start January 2023

The Head teacher and Governing Body are looking to appoint an enthusiastic person to join our Lunchtime Supervisory Team, to help supervise and engage children in activities during the lunchtime break.

A good understanding of caring for children and the ability to work effectively as part of a team is essential.

Duties will include:
•the care and supervision of pupils during the lunch break in the dining hall and outside areas
•encouraging good behaviour and table manners
•clearing up all spillages promptly, and wiping of tables and chairs at the end of the meal
•initiate games and activities whilst maintaining broad supervision
•providing First Aid where appropriate

Our school will offer:
•A supportive, friendly and professional environment, which is very welcoming.
•Fantastic pupils.
•An excellent team who are committed to raising standards.

The post is exempt from the Rehabilitation of Offenders Act 1974 and therefore will be subject to a Disclosure and Barring check from the Disclosure and Barring Service. Windy Nook Primary School safeguards and protects its students and staff by being committed to respond in accordance with Gateshead Local Safeguarding Board Procedures.

For a wealth of information about the school, please visit [www.windynookprimary.org](http://www.windynookprimary.org)

Application packs and further information may be obtained from the School Office Manager, Mrs. Michelle Gerry by email (windynookprimaryschool@gateshead.gov.uk) or by sending a large stamped addressed envelope to the school. Alternatively, you may telephone 0191 4694954 to arrange collection of an application pack, the packs will also be available to download from our website. All applications should be returned to the School Office marked for the attention of Mrs. Michelle Gerry.

Closing date: Monday 9th January 2023

Interviews: Monday 16th January 2023