



JOB DESCRIPTION MIDDAY MEALS SUPERVISOR

Main purposes of the job

- To ensure the health and safety of children at lunchtime under the direction of the appropriate person as identified by the school.
 - To be responsible for promoting and safeguarding the welfare of children and young people within the school at lunchtime.
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Main responsibilities and tasks

- To supervise the children at all times during lunchtime on the school premises.
- Ensure that the children are behaving appropriately in line with the school's behaviour policy at all times including the Hall, playground and during wet lunch times.
- In the event of any spillage, inform the appropriate person and take necessary action immediately to avoid possible accidents.
- To follow the school's policy and procedures on child protection and safeguarding, reporting any concerns as appropriate.
- To take reasonable precautions whilst in charge of the children to see that they do nothing that is likely to injure themselves or others.
- In the event of any injuries or sickness making sure they are dealt with according to the school's policy.
- To engage with the children and ensure that they are active in purposeful, positive and co-operative behaviour throughout the lunchtime period.
- Encourage the children in their social development, helping them to play and negotiate any friendship problems.
- To challenge and report any stranger on site.
- Inform the appropriate member of staff in regard to behaviour at lunchtimes this includes positive and negative behaviours.
- Keep the appropriate person informed of any information that may relate to a child's health and safety.
- Ensure that you are a strong, positive role model for the children and other staff.
- To undertake broadly similar duties commensurate with the level of the post.
- Ensure that all the children return to their classes at the end of a lunch break.
- To adhere to all the school's policies.
- Actively participate in any appropriate training when required.