



**Rainhill St Ann's CE Primary School**  
View Road, Rainhill, Merseyside, L35 OLQ  
Tel 0151 426 5869, [www.rainhillstanns.co.uk](http://www.rainhillstanns.co.uk)  
Twitter: [@StAnnsRainhill](https://twitter.com/StAnnsRainhill)  
Headteacher: Mrs Laura Rynn



Together, we aim high; with God's love, we can fly.

**Job Title:** Midday Supervisor

**School:** St Ann's Church of England Primary School, part of Three Saints Academy Trust

**Grade:** SCP 3

**Contract:** Permanent

**Contract Hours:** 6.25 Hours Per Week (Term Time only)

**Working Pattern:** Monday-Friday

**Actual Salary:** £2,919 per year (£17,281 FTE)

**Start date:** As soon after appointment as possible

#### **ABOUT THE ROLE**

We are looking for an enthusiastic, self-motivated and reliable person with good communication skills. You will need to be a good team worker with good organisational skills to work as part of a team and alone without supervision.

You will be responsible for caring for children during lunch time break in the dining area and the playground. Previous experience is desirable but not essential as training will be provided.

Main Duties will include:

- Supervise the welfare and security and good conduct of children during the midday break enforcing the expected standards of school discipline.
- Oversee the dining arrangements, including the hygiene of pupils and the dining area. This will include toileting, hand washing, cleaning spillages, insisting on and modelling good table manners.
- Promote inclusion and acceptance of all pupils
- Promote a positive ethos and role model positive attributes, self-esteem and independence.
- Provide pastoral support to pupils
- To administer basic first aid where appropriately trained. This may include recording minor accidents and ensuring that more serious incidents are brought to the attention of the First Aider.
- Work as part of a team, appreciating and supporting the role of other people in the team.
- Undertake personal development through training and other learning activities.
- Attend and participate in meetings as required.
- Be aware of and comply with policies and procedure relating to child protection, health, safety, security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware and support difference, by helping to ensure everyone has equal access to the facilities and feels valued, respecting their social, cultural, linguistic, religious and ethnic background.



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**Note:** Undertake any other duties and responsibilities as may be assigned from time to time, which are commensurate with the grade of the job.

This post is subject to the Rehabilitation of Offenders Act (Exceptions Order) 1975 and as such it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (formerly known as CRB) to check for any previous criminal convictions.

The application form is attached to the email sent out. CVs will not be accepted.

**Application Process:**

**Closing Date:** Noon Friday 2nd December 2021

**Short-listing:** Noon Friday 2nd December 2021

**Interviews:** Monday 6<sup>th</sup> December 2021

The Three Saints Academy Trust is committed to safeguarding and promoting the welfare of its pupils and expects all those working within the trust to share this commitment. All offers of employment are subject to an Enhanced DBS check, and where applicable, a prohibition from teaching check will be completed for all applicants.