


Job Description			
Title MIDDAY SUPERVISOR Grade 1 scp 1	School: Ernehale Junior School	Post Ref Profile MIDDAY 1	
Job Purpose To assist in the supervision of children both in the dining area and in play areas to ensure the orderly conduct, welfare and safety of pupils school lunch breaks. Read with/complete numerical games with children for 30 minutes each day.			
Key Responsibilities			
<ol style="list-style-type: none"> 1. Supervise pupils in the dining hall. 2. Manage queues to dining areas. 3. Where required, mark register for hot meals. 4. Ensure that the overall arrangement for children to dine promotes an orderly and pleasant meals service. 5. Ensure that any spillage is removed quickly; trays are not left in dangerous positions, and are wiped where necessary. 6. Ensure that tables are left clean for the next occupant. 7. Ensure dining areas are left clean and tidy. 8. Arrange supervision to allow movement amongst the children within the area covered. 9. Ensure acceptable standards of behaviour are maintained 10. Minimise the likelihood of children hurting themselves, others or damaging property 11. Supervising pupils in classrooms during bad weather. 12. After lunch, read with or work with small group of children playing numerical games 13. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms, following consultation with the Recognised Trade Unions 			