



JOB DESCRIPTION

Job Title	Midday Assistant
Salary & Grade	Grade 2
Line Manager	Headteacher / Assistant Headteacher

Duties:

The Job Holder is responsible for ensuring supervision of all pupils during the lunchtime period both in the dining area and during playground activities.

Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the Head Teacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.

At Over Hall Community Primary School, the following areas have been highlighted as being of particular importance:

Responsibilities:

- Ensures the safety of pupils during the lunchtime period; taking into account pupil ages, disability and behaviour.
- Arranges age-appropriate activities for pupils during inclement weather.
- Ensures application of the school behaviour policy during this period, referring serious issues to the SLT where applicable.
- Refers to senior members of staff on duty in cases of emergency; or, if unable to contact staff, call for the public emergency services by dialling 999.

Over Hall Community Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check, a Social Media check and where applicable, a prohibition from teaching check will be completed for all applicants. References will be sought for shortlisted candidates prior to the interview.