



# Wistaston Church Lane Academy

## JOB DESCRIPTION

|                  |                  |              |   |
|------------------|------------------|--------------|---|
| <b>JOB TITLE</b> | Midday Assistant | <b>GRADE</b> | 2 |
|------------------|------------------|--------------|---|

### BASIC JOB PURPOSE

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

### MAIN RESPONSIBILITIES

|          |                                                                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1</b> | Ensures the safety of pupils during the lunchtime period; taking into account pupil ages, disability and behaviour.                                      |
| <b>2</b> | Arranges age-appropriate activities for pupils during inclement weather.                                                                                 |
| <b>3</b> | Ensures application of the school behaviour policy during this period, referring serious issues to the Midday Supervisor where applicable.               |
| <b>4</b> | 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. |

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Notwithstanding the detail in this job description, the jobholder will undertake such work as may be determined as necessary by the Trust.