



ELIZABETH WOODVILLE SCHOOL

JOB DESCRIPTION

POST:	Lunchtime Supervisors required (Casual contracts)
JOB PURPOSE:	To supervise students during the lunch time
HOURS OF WORK:	1:00pm to 1:40pm each day, up to (38 weeks/year)
Pay:	Grade C, point 8

PRINCIPAL ACCOUNTABILITIES

1. Ensure that students behave in a suitable way during the lunch time
3. Make sure that students queue for lunch in the correct order/adhere to safety rules on Astro turf
4. Deal with any incidents as appropriate or immediately call assistance from Duty Lead
5. Inform Duty Lead of staff of any concerns
6. Any other suitable supervision directed by Duty Lead which may include inspecting and monitoring toilets



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PERSON SPECIFICATION

Post Title: Lunchtime Supervisor

	ESSENTIAL	DESIRABLE
Ability, Skills and Personal Qualities	Approachable Flexible attitude Excellent inter-personal skills Ability to relate to young people Well organised with the ability to work under pressure Able to work as part of a team Have a good sense of humour	
Knowledge and Experience	Experience of dealing with people	