



## ST WILFRID'S RC COLLEGE

### JOB DESCRIPTION

**POST TITLE:** Lunchtime Supervisor  
**GRADE:** National Minimum Living Wage  
**RESPONSIBLE TO:** Deputy Head Teachers

#### Overall Objectives of the Post:

To provide effective supervision and promote good behaviour management within the school during lunchtimes.

#### Key Tasks of the Post:

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**1. *You will be required to:***

- Supervise children on the yards or at other duty points in the school
- Inform the Head teacher or Deputy Head Teacher of concerns about unacceptable behaviour
- Build positive relationships with the children
- Display commitment to the protection and safeguarding of children
- Give immediate attention to accidents and report them in line with the schools reporting procedures
- Take action to minimise any identified health and safety risks

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.