



EASTBURN JUNIOR & INFANT SCHOOL  
GREEN CLOSE, EASTBURN, BD20 8UX  
Headteacher Mr David Wilson  
Telephone 01535 653293  
Email: [office@eastburn.bradford.sch.uk](mailto:office@eastburn.bradford.sch.uk)

**Required as soon as possible**

## **Lunchtime Supervisor**

**(Permanent / Term-time only + 1 day/ Part-time Monday to Friday 11.25a.m. – 1.10 pm)**

**Salary NJC Pay Scale- Band 3, scale point 2 - Actual salary £4326 per annum - £11.59 per hour.**

Eastburn J&I School are currently looking to appoint a caring, enthusiastic and committed individual to the role of lunchtime supervisor.

The successful candidate will work as part of our welcoming and friendly team to provide high quality dining and play experiences for all pupils during lunchtime.

You will need to be confident when dealing with pupils, have a sense of humour, be a good communicator, willing to learn and able to work well in a team.

### **The role involves:**

- Helping to organise our pupils in the playground and dinner hall, encouraging good manners and supporting healthy eating.
- Supervising play activities and encouraging children to participate in lunchtime activities.
- Promoting independence, fair play and positive behaviour
- Ensuring the safety and welfare of all our pupils
- Administering minor first aid (when appropriate training has been undertaken)
- Assisting with associated duties, e.g. cleaning up spillages, ensuring tables are clean, ensuring pupil hygiene

We would welcome applications from anyone with enthusiasm and an interest in working with young children. We encourage people from all walks of life to apply so that we gain a wide variety of skills and experience to support and develop our lunchtime provision.

New staff are fully supported with a full induction programme and ongoing training. In your application, you should clearly outline any existing experience of working with children in either a paid or voluntary capacity.

If you would like to know more about the post before making a decision to apply, please contact us at [office@eastburn.bradford.sch.uk](mailto:office@eastburn.bradford.sch.uk) or contact Heather Toner School Business Manager on 01535 653293.

Candidates can apply online for this post. If you are registered with prospects, please follow the 'apply now' process. If you are not registered, then please register now and follow the 'apply now' process.

**Closing Date for applications: 12 noon on Monday 29<sup>th</sup> January 2024.**

Eastburn Junior and Infant School is committed to safeguarding and promoting the welfare of children. An enhanced DBS check and children's barred list check will be undertaken for this post and all mandatory pre-employment checks will be carried out.

Responsibilities of the post include ensuring that the safety and welfare of children and young people is paramount by implementing the relevant safeguarding practice and policies and liaising with other colleagues including the Designated Safeguarding Lead (DSL).

The post includes engaging in regulated activity with children and young people. It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children.

This post is exempt from the Rehabilitation of Offenders Act 1974, Section 4(2) by virtue of the Rehabilitation of Offenders Act (ROA 1974). It is the applicant's duty to disclose any offences which fall outside of the protected offences list prior to any recruitment. Failure to disclose this information could lead to withdrawal of the application or dismissal.

The Code of Practice on the English language requirement for public sector workers, Part 7 of the Immigration Act 2016 requires that schools ensure that all candidates applying for customer facing posts must be assessed in order to establish their fluency in English.