Job Description: 1:1 Mid Day Supervisor

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| **Grade:** | **Kent Range 3** |
| **Responsible to:** | **Line Manager** |

**Purpose of the Job:**

Supervise the pupil during the mealtime period to minimise any disruption, ensure their wellbeing and maintain their safety.

**Key duties and responsibilities:**

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| 1. Ensure pupil sits in the dining room in a safe manner and behaves appropriately in order to maintain safety and wellbeing of all pupils.
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| 1. Ensure pupils eating meals are seated in an orderly fashion to maintain safety and wellbeing of the pupils; checking that children have eaten and drunk enough.
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| 1. Assist the pupils, as necessary, during the meal break to ensure their wellbeing. (This may include providing them with a drink, helping with spillages, cutting up food and caring for pupils’ personal needs).
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| 1. Support pupil to play safely either when inside or outside.
2. Support the pupil to remain occupied during the lunch period.
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Kent County Council

Person Specification: 1:1 Mid Day Supervisor

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

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|  | **CRITERIA**  |
| **QUALIFICATIONS** | You will not need previous specific experience or qualifications. Recent school leaves will have evidence of basic educational achievements or qualifications.First Aid qualification would be an advantage |
| **EXPERIENCE** | Previous experience of working with children would be an advantage.Previous experience working with children with additional needs would be an advantage |
| **SKILLS AND ABILITIES** | Ability to Communicate with pupils during midday breaks e.g. to encourage healthy meal selection, oversee play activities.Ability to recognise and deal with emergency situationsMay require knowledge to enable the post holder be responsible for the safe use of equipment |
| **KNOWLEDGE** | Requires knowledge of school procedures for supervision of pupils during midday break and lunchtime activities where applicable. |