

Midday Supervisor Job Description

Main purpose of the role

To ensure the safety, wellbeing and positive behaviour of pupils during the lunchtime period.

The role supports the creation of a safe, enjoyable and inclusive environment where children can eat, play and develop positive social interactions. The Midday Supervisor plays a key part in helping pupils build friendships, develop social skills and return to afternoon learning feeling settled and ready to achieve.

Key Responsibilities

Pupil Supervision and Welfare

- Supervise pupils in the dining hall, playground and other designated areas of the school site
- Ensure the safety and wellbeing of all children, at all times
- Respond promptly and appropriately to accidents or incidents, administering basic first aid where required
- Report safeguarding concerns in line with school policy and procedures
- Maintain clear oversight of entrances, exits and movement around the site during lunchtime

Promoting Positive Behaviour and Social Interaction

- Encourage positive, respectful behaviour in line with the school's Behaviour Policy
 - Support children to resolve minor conflicts calmly and fairly
 - Promote inclusive play and positive social interaction
 - Help pupils develop cooperation, independence and confidence during unstructured times
- Model positive language, kindness and respect at all times

Dining Hall Support

- Supervise orderly entry and exit from the dining area and around the school site
- Encourage healthy eating, good table manners and independence
- Support pupils who may need additional encouragement or assistance
- Maintain a calm, pleasant and organised lunchtime environment

Teamwork and Communication

- Work collaboratively with school staff and senior leaders to ensure smooth transitions back to learning
- Communicate any relevant information regarding pupil wellbeing or behaviour
- Contribute positively to the wider life and ethos of the school
- Attend relevant briefings and training as required

Professional Conduct and Safeguarding

- Follow all school policies including Safeguarding, Behaviour and Health & Safety
- Maintain confidentiality and professional boundaries at all times
- Participate in appropriate training and development opportunities
- Uphold the values of inclusion, equality and kindness in all interactions