

Lunchtime Supervisory Assistant

Location: St. Joseph's Catholic Infant and Junior Schools, Birtley
Grade: Grade B SCP 3, £18,867 (Pro Rata)
Hours: 11:45am – 13:05pm, Term Time only (Permanent)

The Federation of St Joseph's Catholic Infant and Junior schools requires a committed lunchtime supervisor who is reliable, conscientious, and can work as part of a team. Supervisory Assistants should make a valuable contribution to the management of the school and the care and well-being of the children. Happy and playful lunchtimes are an important part of the school day allowing children to eat, socialise and experience the benefits of freely chosen play.

We pride ourselves on the warm, family atmosphere we provide for our children. The uniqueness of our small community means that every member of staff knows every child well and this enables us to develop very strong relationships with all of our families. The senior leadership team are unashamedly ambitious for the schools.

We pride ourselves on the warm, family atmosphere we provide for our children. The uniqueness of our small community means that every member of staff knows every child well and this enables us to develop very strong relationships with our families.

In 2022, we were selected as part of the School Rebuild Programme and we hope to have a new school site within the next three years, which seeks to bring together the two school communities, to form one family.

We are proud to be part of the Bishop Wilkinson Catholic Education Trust, a family of secondary, middle, primary and first schools in Durham, Gateshead, Northumberland and Sunderland. Bishop Wilkinson is the largest catholic education trust in the North East of England. This is an exciting time to join our supportive, and growing team.

The successful candidate will have experience working with children. They will work well in a team and will be able to support the Catholic ethos of the school. This post is not open to job share.

Duties include:

- Supervising hand washing and preparing for lunch
- Supervising children during lunchtimes in school and on the playground
- Cutting up food into manageable chunks for our youngest children
- Encouraging children with food, promoting good manners and healthy choices



St. Joseph's
Catholic Infant
& Junior Schools
Birtley



Bishop Wilkinson
Catholic Education Trust

- Assist to clear tables, wipe down and maintain general cleanliness of the lunch area
- Communicate effectively with pupils, maintaining good behaviour according to the school's behaviour policy.

St. Joseph's Catholic Infant and Junior Schools are an Equal Opportunities Employer. We want to develop a more diverse workforce and we positively welcome applications from all sections of the community.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure

For an application form and further details about this vacancy please visit our website <http://bwcet.com/vacancies/> where applications can be completed online.

Closing date: Sunday 3rd December

Interview date: Wednesday 6th December

The Bishop Wilkinson Catholic Education Trust is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is exempt from the provisions of the Rehabilitation of Offenders Act and is subject to an enhanced DBS check.