LUNCHTIME ASSISTANT

Purpose

To supervise the children during the lunch session inside and outside. You would be required to lift tables and chairs at times

Key Accountabilities

- Assist children with the proper use of cutlery, and help them to cut up their food when necessary
- Assist with setting up the lunchtime environment and serving food, returning used plates, cutlery and beakers, and with the cleaning and moving of lunchtime furniture once lunch is finished.
- Ensure the children remain within a safe environment.
- Ensure that lunchtimes are a happy and sociable experience for the children.
- Undertake any duties in the dining areas that will enhance the smooth running of lunchtimes.
- Liaise with senior members of staff over concerns regarding the children's behaviour or welfare.
- Attend to minor injuries, and /or refer more serious injuries to the First Aider on duty.

Knowledge and Understanding

- Have an understanding of and be able to implement the school's Safeguarding Policy and procedures.
- Have an understanding and knowledge of the welfare and social needs of children during the midday break.
- Demonstrate an awareness of health and safety issues.

Qualifications

- A current Paediatric First Aid Qualification. ***Desirable***
- Child Protection and Safeguarding training within the last two years. ***Desirable***

Experience

- Experience of working with young children in an Early Years Setting. ***Desirable***
- Experience of working with children under 5. ***Desirable***
- Experience of the lunchtime supervisory role. ***Desirable***

Skills

- Demonstrate good communication skills. **Key Skill**.
- Demonstrate good interpersonal skills. **Key Skill**.
- Commitment to working as part of a team, building positive working relationships. **Key Skill**
- Demonstrate a positive attitude to the job/pride in work. **Key Skill**
- Demonstrate a positive approach to behaviour management. **Key Skill**

Competencies

- Following basic procedures with clear instruction only being required to make minor decisions involving initiative,.
- Works with a focus on a positive experience for children, acting with integrity and respect on behalf of the school and honouring confidentiality.
- Works as part of a team in order to deliver a service to others.
- Supports equality and diversity and respects customers, clients and other members of staff regardless of gender, age, disability, sexual orientation, religion or ethnic origin.