

**JOB DESCRIPTION**

**Lynnfield Primary School**

**JOB TITLE:** Lunchtime Play Facilitator

**DIVISION:**

**GRADE:** Band 4

**RESPONSIBLE TO:**  Assistant Head

**POST REFERENCE:**

**Purpose of Post**

To promote good behaviour on school premises and encourage the pupils to engage with each other through planned and structured play activities as directed by senior colleagues

To supervise and develop positive relationships in playground, classroom and dining areas therefore encouraging good behaviour, positive role modelling and providing a safe environment in which to play.

**Main Duties and Responsibilities**

As directed by the Assistant Head/member of Senior Leadership Team (SLT), follow laid down rotas within the team.

Provide verbal feedback to school staff with regard to the behaviour and social engagement of the pupils and work with Assistant Head (Pastoral) on future strategies to support individual or groups of children.

Through the use of positive feedback to pupils, promote the behavioural management ethos of the school with specific regard to pupil engagement and respect for others, cleanliness and tidiness

Acting as a positive role model, encourage pupils to engage in structured/planned play activities and follow behaviour conventions based on manners, respect and acceptable social behaviour in leisure time at lunch times.

Refer any instances of serious misbehaviour to SLT

Assist with pupil first aid/welfare duties, looking after sick pupils, liaising with others/staff etc.

Ensure cleanliness and safe storage of equipment used

Undertake training as directed by Head Teacher and SLT.

Show a duty of care and take appropriate action to comply with health and safety requirements at all times.

Demonstrate and promote commitment to equal opportunities and to the elimination of behaviour and practices that could be discriminatory.

Any other duties set by the Head Teacher deemed appropriate towards the provision of a high quality service

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: 06.03.17

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**