

Job Advert

Required:	As soon as possible
Contract Type:	Permanent
Salary:	£24,796 pro rata (actual salary £2,820)
Hours:	5 hours per week, Term Time Only

St George's is a joyful, family-friendly Roman Catholic Primary School in the heart of York. Rooted in the values of Kindness, Curiosity and Courage, we are dedicated to helping every child "be the best that they can be – together." With exceptional outdoor spaces, a nurturing atmosphere, and a strong sense of community, our school is a calm and creative oasis for learning. Catholic schools are welcoming places to pupils and members of staff from all faiths and none. More than a quarter of a million pupils and almost half of teachers in Catholic schools are not of the Catholic Faith.

We are looking to recruit a Lunchtime Supervisor to join our current team to work on a 1:1 basis securing the safety and welfare of a pupil during lunchtime. The successful applicant will be responsible for the care and well-being of this pupil, organising suitable play activities and developing good personal and social skills.

The successful candidates should:

- Have an enthusiastic and positive personality
- Have strong strategies for promoting positive behaviour
- Be an effective communicator and work as part of a vibrant team
- Be confident when leading physical activities and have strategies that include all children
- Have a strong commitment to the school and follow the staff code of conduct
- Be able to support the personal, social and emotional development of the children
- Be able to maintain the highest standards of confidentiality

We can offer:

- A welcoming and highly supportive school and wider community
- Friendly children who are eager to learn
- A unique and beautiful school environment
- Personal and professional development opportunities
- An experienced and committed staff with a supportive Governing Body and wider School / Church community

If you would like further information or to arrange a visit, please contact the school office at enquiries@stgeorges.npcat.org.uk

Closing date: Tuesday 10th November 2026 at 9am
Interview: To Be Confirmed

Job Description

The Trust is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.

Post title: Lunchtime Supervisor

Grade: A SCP 3

Job Purpose

To supervise pupils who remain on the school premises during midday break, ensuring that the children eat meals safely and behave appropriately.

Main Duties & Responsibilities

- Escort pupils to and from the dining area, as necessary.
 - Ensure that pupils having a school lunch are in the dining hall at the correct time.
 - Help younger pupils at the servery counter with the proper use of cutlery, and help them cut up their food when necessary.
 - Assist pupils with the return of used plates, trays, cutlery and beakers, and with the cleaning of tables when lunch is finished.
 - Supervise pupils eating food brought from home, and ensure that all packed-lunch equipment is cleared away after use.
 - Report to senior members of staff any child whose diet may give rise for concern.
 - Take charge of groups of children in the playground or the classroom.
 - Devise and initiate constructive play opportunities for children when required.
 - Ensure that children remain within a safe environment, and that they play safely.
 - Set suitable behaviour standards in line with school policy.
 - Help children acquire social skills.
 - Attend to minor accidents sustained during the midday break, and seek appropriate assistance if necessary.
 - Attend to any pupil who becomes ill during the midday break, and again seek appropriate assistance.
 - Report to senior members of staff any acts that constitute serious infringements of school rules.
 - Liaise effectively and professionally with staff, teachers and parents, as required.
 - Attend training, as required.
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Safeguarding, Equality & Diversity and Health & Safety

- To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- To carry out your duties with full regard to the NPCAT's Equality Policy and objectives.
- To comply with Health and Safety policies, organisation statements and procedures, report any incidents/accidents/hazards and take a proactive approach to health and safety matters in order to protect both yourself and others.

These duties are neither exclusive nor exhaustive, and the post holder will be required to undertake other duties and responsibilities, which the Headteacher/Line Manager may determine

PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL ACADEMY TRUST POLICIES. THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO FULL ENHANCED DISCLOSURE CHECKS AND THESE WILL BE SUBJECT TO RECHECKING AS APPROPRIATE

Person Specification

Stage	Essential		Desirable	
Qualifications & Education			D1	Current First Aid qualification
Experience & Knowledge	E1	Supervising children as a parent or carer	D2	Working with groups of children on a voluntary or paid basis
	E2	Managing the behaviour of groups of children	D3	Child development and social interaction
			D4	The value of constructive play opportunities
Skills & Abilities	E3	Work effectively as part of a group and individually	D5	Communicate effectively (both orally and in writing) to an appropriate standard
	E4	Inspire trust and confidence in children	D6	Recognise behaviour giving cause for concern, and inform teaching staff
	E5	Encourage high standards of pupil behaviour at all times	D7	Teach play activities to other Lunch Supervisors
	E6	Liaise with parents in a professional manner	D8	Examine systems critically, and suggest ways of improving efficiency
	E7	Observe the boundaries of the role, and respect confidential information		
	E8	Initiate games and activities appropriate to the age of the children		
	E9	Relate to children on their level		
	E10	Remain calm in a crisis		
Personal Attributes	E11	Creative, Empathetic, Organised Patient, Resourceful, Tolerant		
Special Requirements	E12	An understanding of safeguarding and child protection requirements		
	E13	An understanding of the Catholic ethos of NPCAT		