



Required for September 2017

## **Senior Midday Supervisor**

**Job Reference Code: FA15/1005**

**Salary: NJC 10 £8.09 per hour**

**Part time (8.75 hours per week), permanent post, term time only**

Furness Academy are looking for a Senior Midday Supervisor oversee the smooth-running of activities ensuring the well-being of all students during lunchtime.

The key responsibilities of this role will be:

- Line management of the Midday Supervisors. This will involve
  - ensuring that the midday supervisors understand their duties
  - ensuring all duties are carried out to the correct standard
  - ensuring the Academy's procedures are followed in relation to sickness and other absences of the midday supervisors
- Supervising pupils in the dining hall and other parts of the Academy.
- Assisting SEN pupils with a variety of tasks.
- Cleaning up spillages and sickness.
- Helping to clear away food and stack tables and chairs (if necessary) after pupils have left the dining hall.
- Ensuring pupils keep out of areas that are out of bounds, and do not leave the premises in accordance with the Academy policy.
- Dealing with misbehaviour and reporting any problems they are unable to resolve to the member of staff on duty or a member of the Senior Leadership Team.
- Tending to pupils who are sick or injured, ensuring they receive appropriate medical attention, and reporting any serious accidents.

Furness Academy is committed to safeguarding and promoting the welfare of its students. All applicants are subject to the requirements of the Safeguarding Children and Safer Recruitment in Education guidelines. This will include checks with past employers and the need for the successful applicant to hold or undergo a suitable enhanced DBS disclosure. The appointment will also be subject to two satisfactory references.

**Closing date for applications: 12 noon on Friday 2<sup>nd</sup> June 2017**

**Shortlisting: Tuesday 6<sup>th</sup> June 2017**

**Interviews: Tuesday 13<sup>th</sup> June 2017**

For further information regarding this post, please contact the HR Officer, Vicki Summerson, on 01229 484270 or [vsummerson@furnessacadmy.co.uk](mailto:vsummerson@furnessacadmy.co.uk)

To apply for this post please download an application form from our website at [www.furnessacademy.co.uk](http://www.furnessacademy.co.uk) or request one via emailing [vsummerson@furnessacademy.co.uk](mailto:vsummerson@furnessacademy.co.uk).