

GATESHEAD COUNCIL

School: Lingey House Primary School

Post No:	Job Title: Lunchtime Play Team member
Job Purpose:	Supervising children and their play at lunchtimes.
Reporting to:	Assistant Head
Responsible for:	To assist the Leadership Team with the supervision, care, behaviour and safety of children on site during the midday break. To support play.
Salary/Grade:	C, Point 5 (pro rata)
Main (Core) Duties	
Responsibilities	The duties of the post will be allocated by the Head teacher through the Senior Leadership Team and will include: • To be responsible for securing the safety, welfare and good conduct of children during the midday break period in accordance with the practices and procedures of the school. • To facilitate play and model a range of activities to the children. • To supervise children playing outside in all weathers. • To set up and prepare play activities and equipment prior to lunchtime and tidy and put away at the end of the session. • To risk assess play as it happens (Dynamic RA) • To be aware of and follow all guidelines in school policies and report any inappropriate behaviour to a member of SLT. • To embrace the OPAL philosophy and take part in regular training/reflection meetings. • Undertake monitoring of play equipment and resources. • To develop play zones and maintain play areas and equipment
Additional Responsibilities	• Duties may also include preparing children for their lunch and supervising children in the dining hall or classrooms. • Assisting (as necessary) young children to visit toilet and wash hands. • Attending to and reporting any child who is ill or has had an accident to a first aider. • When necessary, assisting children to collect meals from the distribution areas. • Supervising table manners and, in the case of young children, assisting in the correct use of cutlery, cutting up of meals etc. • Encouraging children to eat meals and to try meals which are new to them.
General Duties	• Prior to commencement of the afternoon session, passing on any relevant information to the class teacher. • Such other duties which may be required from time to time by the Head Teacher.