

# Lunchtime Supervisory Assistant (LSA)

## Applicant Pack

Thank you for your interest in joining St Francis CE Primary School. We hope that this pack provides you with all the information you need, but please don't hesitate to contact Eleanor Edwards, School Business Manager, via [adminoffice@st-francis-pri.hants.sch.uk](mailto:adminoffice@st-francis-pri.hants.sch.uk) with any questions you may have about the school or role. Visits to the school are warmly welcomed, please contact Eleanor via the office to arrange this.



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### LSA- Key Recruitment Information

- **Application Closing Date:** Ongoing
- **Interview Date(s):** variable- we reserve the right to interview on receipt of applications
- **Job Start Date:** ASAP
- **Contract/Hours:** Tuesday and Friday, 11.45-13.00.
- **Salary:** Band A. £12.17 per hour (FTE £23,473).
- **Location of Role:** St Francis CE Primary School, Valley Park, Chandlers Ford
- **Contact e-mail address:** [adminoffice@st-francis-pri.hants.sch.uk](mailto:adminoffice@st-francis-pri.hants.sch.uk)

### Job/Person Summary

We are looking to recruit somebody who enjoys working with children to join our team of lunchtime supervisors. You will need to be punctual, able to communicate with children and adults well and be able to show understanding of the importance of safety and safeguarding. We are looking for somebody who understands that all children are individuals and who listens to what they need.

#### The role involves:

- Helping to organise our pupils in the hall, classrooms and outside areas, encouraging positive behaviour and supporting healthy eating.
- Supervising and supporting play activities and encouraging children to participate in lunchtime activities.
- Promoting independence and positive play.
- Ensuring the safety and welfare of all our pupils.
- Dealing with minor first aid needs (training available)



#### if you are:

- Keen to work in a highly successful school and committed to be part of a very supportive staff team
- Friendly, flexible and eager to develop personally and professionally
- Dedicated, hardworking and enthusiastic, with a good understanding of your own work life balance

## Then we can offer:

- Children who are motivated, keen to learn and proud of their school and achievements
- Supportive, friendly and committed colleagues who will welcome you to our team
- Commitment to your professional development and CPD opportunities within the school and local authority
- A resource rich school and learning environment both inside and out
- Support and encouragement to maintain a healthy work/life balance and good wellbeing.



## About St Francis CE Primary School

Our vision is a community characterised by a deep passion and belief for everyone to thrive, rooted in our Christian ethos of belonging. Through sharing in God's love, we enable all to grow, learn and flourish as individuals, becoming role models for our Christian values within our community and equipping us to follow and lead in the light of God through our journey within and beyond our school to enrich ours, and others' lives.

## Our School Values

Our whole school Christian values are important to us and weave throughout our daily lives, in play and learning: ***Together in God's love we care, trust and respect.***

## St Francis CE Primary School Charter

It is our aim that St Francis CE Primary School provides a warm, caring environment for all children to become successful learners. We therefore expect high standards of behaviour to be maintained by all. Underpinning this expectation is our School Charter setting out the rules, which direct the way everyone conducts themselves at St Francis School.

## Our School Charter

1. Always try your best
2. Be caring, kind and helpful to others
3. Look after everything at school
4. Show good manners
5. Stay safe
6. Tell an adult if you're unhappy

## Our Curriculum

At St Francis all staff work hard to ensure that children are encouraged, supported and challenged to ensure that they can reach their full potential, without any ceiling placed on them, academically but also socially, morally and spiritually.

Through our curriculum we aim to:

**Inspire** all learners through a broad curriculum rooted in our Christian values, strong SMSC culture and the National Curriculum, that offers a wide variety of engaging and dynamic opportunities, experiences, hooks and rich texts, and motivates children to want to learn more.

**Help children to live well together** through promoting tolerance and respect throughout all areas of daily school life, ensuring difference is valued and nurtured, to enable all within our community to live well together, both in school and with those in our wider communities.



**Enable everyone to improve themselves** through committing appropriate support and challenge to enable all children to reach high standards of literacy and numeracy skills, that they transfer across a variety of subjects, contexts and their curriculum, through effective and high quality teaching. To ensure our curriculum is planned carefully to build upon pupils' prior learning and experiences so all future learning is purposeful and relevant. Above all of this, it is fundamental to our St Francis curriculum that there is an explicit focus on being well, physically, emotionally, socially and spiritually.

**Secure the future** for each individual by nurturing and developing effective learning habits for all our pupils to grow to be well-rounded, successful role models within our school and beyond. To provide challenge and learning opportunities to prepare our children to become responsible, confident and resilient learners, but also citizens, who look after our natural world, achieve economic well-being and innovate for the future.

### **How to Apply**

To apply for this role, please download an application form available from our website <https://www.stfrancisceprimarysch.co.uk/vacancies/> and return to the school office by emailing [adminoffice@st-francis-pri.hants.sch.uk](mailto:adminoffice@st-francis-pri.hants.sch.uk) before the application deadline or in hard copy. Please note that the school cannot accept applications submitted on other forms and applications made by CV will be rejected.

*St Francis CE Primary and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to DBS checks along with other relevant employment checks.*