

## Vacancy Details: Lunchtime Supervisory Assistant

**Newtown Church of England (Voluntary Controlled) Primary School**

**Lunchtime Supervisory Assistant**

* **Closing Date:** Noon – Monday 3rd March 2025
* **Interview Date:** TBC
* **Start Date:** TBC
* **Contract/Hours:** Permanent
* **Salary Type:** Support Staff
* **Salary Details:** Grade A (£23,473 FTE salary) pro rata to £3,164.40
* **Hours of Work:** 5 hours and 50 minutes per week, term-time only, Monday - Friday (1hr and 10 minutes per day)
* **Location of Role:** Newtown C of E Primary School
* **Contact e-mail address:** [adminoffice@newtown.hants.sch.uk](mailto:adminoffice@newtown.hants.sch.uk)

**Job/Person Summary**

**Can you make a difference in the lives of our children?**

We are looking for a caring, talented individual who shares our passion for providing the best experience possible for our children. The role of the Lunchtime Supervisory Assistant, working as part of a highly valued team, is to lead activities such as skipping games and ball games and support children to eat well and play well throughout the lunchtimes.

The Key Skills:

1. A passion for helping and supporting all children
2. A good team player
3. A willingness to lead and show initiative
4. An optimistic outlook and a sense of humour
5. A willingness to provide welfare support to the children including administering basic first aid (training can be given)

A first aid qualification and previous experience of working with children would be desirable.

**Please note, appointments and time-off cannot be taken within your working hours in term-time.**

**Application Procedure**

Visits to the school are warmly welcomed and encouraged.

For further details and an application pack please contact the school office on 02392 584048 or email [adminoffice@newtown.hants.sch.uk](mailto:adminoffice@newtown.hants.sch.uk).

*Newtown Church Of England (Voluntary Controlled) Primary School 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 Disclosure and Barring Service checks along with other relevant employment checks.*