



Lunchtime Supervisory Assistant Job Profile

RIVERSIDE COMMUNITY SPECIAL SCHOOL

Riverside is a Hampshire County Council school for primary aged children who have moderate and complex learning difficulties. The vast majority of pupils have a diagnosis of Autism/Social Communication Difficulties. The school works with other agencies to inform and assess pupils and supports families in the decision-making process relating to their child's future education. Working in partnership with parents and outside agencies is seen as key to the success of the work being undertaken with the children.

The work of the school focuses on enabling each child to achieve his/her maximum potential and raise their self-confidence and self-esteem.

The staff work as a team to further develop the school's provision, recognising that to maintain the high quality education offered by the school it is important to address the needs of the changing population and their families.

At Riverside:

- We work together as a motivated and dedicated team to make a difference to our children, families and community.
- By placing wellbeing at the centre of all that we do, pupils are taught to manage their differences and flourish as individuals
- We provide a wide ranging and meaningful curriculum with an emphasis on communication and language skills
- Celebrating our achievements is really important to us.
- Governors act as critical partners, working with us to create the forward momentum for this outstanding school.

Responsible to: Headteacher via Senior Supervisory Assistant and key Stage Leaders

Main duties:

- To ensure the safety and wellbeing of pupils during the lunchtime.
- Support the teaching and learning of lunchtime skills including using cutlery, sharing and playing safely.
- To support the pupils to be as independent as possible during lunchtimes.
- To follow the school Child Protection policy, reporting any concerns or observations including marks on children or anything they communicate.
- To follow the school's Code of Practice.
- Support the health and safety of pupils with food allergies and intolerances.
- Liaise with the class teacher and team.
- Assist with intimate care tasks e.g. toileting, handwashing, and following the Intimate Care Protocol.

Lunch:

- Set up tables and related equipment in the hall and classrooms.
- Support specific classes and at times, individual pupils.
- Support pupils to eat a hot dinner as appropriate
- Support pupils to undo packaging etc for their packed lunch.
- Encourage communication skills and use symbols and signs as appropriate.
- Encourage pupils to eat a balanced diet and try different foods.
- Wipe and clean tables, equipment & chairs in between sittings.
- Assist with any class based tasks following the Lunchtime Protocol

Playtimes:

- Ensure pupils are playing safely on and with any outside equipment, following the 'rules' for equipment use.
- Encourage pupils to share and take turns with equipment or in games.
- Administer first aid as necessary, referring to senior leaders and/ or first aiders as necessary.
- Supervise and arrange activities for pupils during rainy/ inside playtimes.

NB:

- You will be assigned to a specific class but may be asked to cover in other classes if necessary.
- During the two hours you are in school you may assist in other classroom activities e.g. play based , listening to reading.

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