



St Mary's Catholic Primary School

Headteacher: Mrs Helen Armstrong

Diocese of Plymouth

Midday Supervisory Assistant –Grade C SCP 10 to 13 starting at £8.92 per hour

Required for September 2020.

St Mary's Catholic Primary School would like to recruit an excellent midday assistant to join our supportive midday team. The role of the midday assistant is a vital means of supporting children in enjoying their lunchtimes.

The hours are Monday to Friday 12.00 to 13:30 p.m. term time only. There is a requirement to attend some INSET days for training.

Duties are:

1. Preparing the lunch hall for each service.
2. Attention to excellent hygiene practise.
3. Serving the off-site prepared hot school meals.
4. Assist in the dining area and encourage pupils to eat their chosen meal.
5. To encourage good eating practices and assist by cutting-up of food for younger age groups.
6. Clearing the dining area and servery after each service.

You will need to possess:

- Experience of working with children.
- Ability to relate to children.
- An understanding and acceptance of the school's policies and guidelines
- Have clear and appropriate communication skills
- Ability to use initiative and work well as part of a team
- Ability to understand, and carry out instructions

Visits to our school are normally welcomed, unfortunately we cannot offer this at present in order to protect our children but please visit our website to see how we operate (<https://www.st-marys.poole.sch.uk>) or contact Amanda Hazell, PA to Headteacher, telephone 01202 676207 or email office@st-marys.poole.sch.uk for further information. Interviews will be held remotely due to the current social distancing guidance.

We would love to hear from you!

St Marys Catholic Primary School is committed to safeguarding and promoting the welfare of children in our care and expects all staff to share this commitment. We will offer the candidate continuing professional development. The post is subject to satisfactory references and an enhanced DBS check.

Closing date: 24th July 2020

Interview date: 3rd August 2020

"Inspiring each other to learn, in the light of Christ"

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