Job Description

POST: Midday Supervisor

RESPONSIBLE TO: Business Manager

RESPONSIBLE FOR: N/A

SALARY: £9.00 per hour plus local government pension scheme

LOCATION: Oasis Academy Henderson Avenue

WORKING PATTERN: 7.5 hours per week across lunchtime

DISCLOSURE LEVEL: Enhanced DBS

JOB PURPOSE:

- To supervise students in the dining hall, playground and circulation areas during the lunchtime period
- Engage with students in appropriate activities
- Intervene when required to maintain standards of behaviour according to the Academy’s Behaviour Policy and ensure wellbeing and safety

SPECIFIC RESPONSIBILITIES:

1. Supervise students in the area in which they eat their lunch.
2. Assist and supervise the clearing away and tidying of the eating area.
3. Supervise students after lunch, either inside or outside of the school building, being especially vigilant as to the health, safety and security of the students within their care, and in accordance with the School Behaviour Policy.
4. To encourage pupils learning through play.
5. Attend to accidents which may occur during lunch time in accordance with the school procedure and guidelines on accidents and their treatment, reporting all accidents in accordance with the accident reporting policy.
6. Other associated duties or variations of the above tasks as specified by their line manager.
7. Safeguarding children and young people

General

- To strictly observe the principles of confidentiality and Data Protection.
- Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
- Support the School’s implementation of all other current statutory requirements, e.g. Equality Act, Equal Opportunities, Child Protection.
- Participate in new initiatives and future changes in service delivery improvements to support the objectives of the School.
- The post holder will be expected to undertake any other duties to the level of the post, which may be required by the line manager.
• To fulfil personal requirements, where appropriate, with regard to School policies and procedures, health, safety and welfare, emergency, evacuation and security.
• To have responsibility for promoting and safeguarding the welfare of all students.
• The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment, to work positively and inclusively with colleagues and stakeholders so that the academy provides a workplace and delivers a service that does not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disability.

KNOWLEDGE AND SKILLS

• An understanding of the Oasis Ethos
• A clear understanding of childcare and related issues
• Good listening skills
• Good observational skills
• Team work
• A calm and professional attitude at all times
• A nurturing approach
• An understanding of healthy eating to enable you to promote this within the Academy

Safeguarding Children

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role.

Oasis is committed to making a difference to the lives of the communities it works in, and as such you must show a willingness to demonstrate commitment to the values and behaviours, which flow from the Oasis ethos. We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

For more information or to download an application pack, including a full job description, please visit our website www.oasisacademyhendersonavenue.org

Closing date for applications: Friday 5th April 2019 – previous applicants need not apply.
Interview date: Friday 26th April 2019 – successful candidates will be notified by e-mail and post.
OTHER:

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

Signed:

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<th>Employee:</th>
<th>Line Manager:</th>
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Job Title

Person Specification

Our Purpose
The vision of Oasis Community Learning (OCL) is to create ‘Exceptional Education at the Heart of the Community.’

All our Academies are committed to achieving this vision through developing character, competence and sense of community with every child, providing a rich educational experience that is underpinned by our philosophy of education; inspirational leadership, deep learning and healthy communities.

Oasis Ethos
Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. We are committed to a model of inclusion, hope, perseverance, healthy relationships and compassion throughout all the aspects of the life and culture of each Academy community.

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<tr>
<th>Qualifications</th>
<th>Essential</th>
<th>Desirable</th>
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<td>Basic Math and Literacy skills</td>
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<th>Experience, Skills &amp; Knowledge</th>
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<td>The ability to converse at ease with parents/students and members of the public, and provide advice in accurate spoken English’</td>
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<td>Previous experience of working in a school.</td>
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<th>Personal Qualities</th>
<th>Essential</th>
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<td>Commitment to safeguarding and promoting the welfare of children and young people</td>
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<td>Willingness to undergo appropriate checks, including enhanced DBS checks</td>
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<td>Motivation to work with children and young people</td>
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<td>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</td>
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<td>Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline</td>
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<td>Have a willingness to demonstrate commitment to the</td>
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values and behaviours which flow from the Oasis ethos.

- Ability to understand and follow relevant procedures e.g. health and safety, child protection, School Behaviour Policy
- An empathy with, and an understanding of children in the age range concerned.
- Knowledge of school safeguarding
- Commitment to the school’s wider community
- Flexible to meet the needs of the school
- Experience of working with children