



Comper Foundation Stage School

School Lunchtime Supervisor

- **Closing Date:** 25.05.2022 at 12 noon
- **Job Start Date:** Immediate start
- **Contract/Hours:** Permanent, 7.5 hours a week during term time.
- **Key Stage:** Early Years
- **Salary Type:** Grade 1.1
- **Salary Details:** £9.50 per hour
- **Hours of Work:** 11.30am - 1.00pm Monday to Friday in school term time a total of 7.5 hours per week
- **Location:** Comper Foundation Stage School, Hertford Street, Oxford, OX4 3AJ
- **Contact e-mail address:** finance@comper.oxon.sch.uk

Job/Person Summary

Comper is a very friendly, welcoming Foundation Stage School with a Daycare setting (age 2-3y), a Nursery class (age 3-4y) and two Reception Classes (age 4-5y).

We are looking to expand our lunchtime team and recruit a passionate and energetic individual who loves spending time with children. No formal childcare experience is necessary.

Our expectations would be for you to help children feel safe and secure, bolster their self-esteem and confidence and take into account the school's policies on behavior and equal opportunities. From time to time you may have to deal with children with a range of special needs; the headteacher and staff will advise you.

It is the responsibility of the lunchtime supervisor to support children throughout the lunchtime period by helping them to:

- * get ready for lunch - go to the toilet and wash their hands
- * select cutlery
- * eat their lunch – opening packets, cutting food etc.
- * play happily outdoors, except on wet days when it will be necessary to read stories and play quiet games indoors

After the children have finished eating, on a rotational basis it will be necessary to:

* help clean the tables and sweep the floor

All lunchtime staff are expected to work supportively in a team, aiming to make the lunchtime period a happy and settled time for all children.

If you feel you could be this individual.....then you should apply and join us!

We can offer you:

- a well-resourced, large Early Years environment
- a happy and positive learning culture
- a friendly and committed team
- support and motivation from professional colleagues

The post is advertised as a Grade 1, a full job description is available on request.

Application Procedure

Visits to the school are warmly welcomed, we'd be delighted to show you all that we can offer, but visits are not essential for applying.

If you would like to discuss any aspects of the post or would like a copy of the job description please contact the school office on 01865 245768 and ask for Nicole Grazier, our School Business Manager or visit our website and search under vacancies..

We look forward to receiving your completed application.

Applications need to be with us by **midday on 25th May 2022** and shortlisting and interviews will take place shortly after this date.

Comper Foundation Stage School and Oxfordshire 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.