

# Polehampton Church of England Schools



Executive Headteacher: Helen Ball BA (Hons), PGCE, NPQH

## Polehampton C. of E. Infant School

Head of School: Jenny Scott BA (Hons) QTS

### Lunchtime Controllers and Midday Supervisor

**Required for September 2023**

**Lunchtime Controller, Grade 3, Spine Point 5. £21,575 pro rata**

**Midday Supervisor, Grade 4, Spine Points 7-11, £22,369 - £24,054 pro rata**

Hours: 12 – 1.30pm, daily. Term time only.

Fixed term contract initially until 31 August 2023

We have vacancies available for 5 days / week or would consider less.

A midday supervisor post is also available 5 days/ week.

**We are looking for a number of enthusiastic lunchtime controllers to join our friendly, supportive staff. Come and “let your light shine” at our wonderful infant school!**

This post will involve working with other staff to supervise large groups of children as they eat and play during lunchtime.

Duties will include:

- Putting out and clearing away the dining tables and benches.
- Supervising children in the dining hall.
- Organising games.
- Getting out and putting away the play equipment.

To be considered for this position you will need to:

- Be adaptable and willing to be involved in all aspects of school life
- Be fully committed to being part of a high functioning team
- Be a hard-working individual, prepared to support children in being the best they can be every day
- Be committed to keeping every child safe at lunchtimes

It would be an advantage if you

- Have had experience in the same or similar role
- Have a first aid qualification

As a member of The Keys Academy Trust, the successful applicants will have access to high quality professional development and career progression within The Trust.



### Visits are warmly welcomed and encouraged.

Please contact the school office to make an appointment or to speak with the Head of School on 0118 9340246.

Please visit our website for more information and an application form: [www.polehampton.org.uk](http://www.polehampton.org.uk)

Closing Date and Interviews:  
Applications considered upon receipt

**Application forms to be sent to [operations@polehampton-jun.wokingham.sch.uk](mailto:operations@polehampton-jun.wokingham.sch.uk)**

This school is committed to safeguarding and promoting the welfare of children. We expect all staff and volunteers to share this commitment. All applicants will need to provide references prior to interview and have a full DBS check prior to starting work. We welcome applications from under-represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.