



## **Job Vacancy - Midday Meals Supervisor**

We are seeking a motivated and well organised person(s) with good interpersonal skills to work as part of our team of Midday Meal Supervisors.

The role can be very busy and demanding. Every day, nearly 500 meals are served to our pupils. The postholder must be extremely efficient, friendly, reliable and conscientious, with the ability to work safely around a large number of very small children.

Our Midday Meal Supervisors, assist with preparing the school halls for lunchtimes, including setting up tables and benches, cleaning and re-setting tables between lunch sittings, taking lunches to and from classrooms/children, and clearing away at the end of the lunch period, ensuring that the halls are left clean and safe for curriculum use. This will involve some lifting, bending, sweeping etc. on a daily basis.

They also supervise and assist pupils eating their lunch, monitor their behaviour and eating patterns and support good table manners, ensuring that the children at Thomas A' Becket Infant School are settled and happy and have a safe happy and positive lunchtime experience.

Full details of the post can be found on the attached Job Description and Person Specification. If you feel you have the necessary skills and motivation for this position and would like further information, please read the job description and complete the application form.

Thomas A'Becket Infant School is an equal opportunities employer. We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. The post is subject to DBS and pre-employment checks.

West Sussex County Council meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974. Please note, because of the nature of this job, if you are successful in your application, you will be subject to an Enhanced Disclosure and Barring Service check. This will be done by means of applying for an "Enhanced Disclosure". Disclosures include details of cautions, reprimands or final warnings as well as convictions, spent or unspent.

Candidates invited to interview should be aware that relevant criminal convictions and other associated information will be discussed at interview in order to assess job-related risks.

Salary	West Sussex Grade 3 – currently £22,737 pa - £23,114 pa pro rata. Actual salary £5,743 - £5,839 pa
Location	Thomas A'Becket Infant School
Address	Pelham Road, Worthing, BN13 1JB
Website	<a href="http://www.tabinfant.org.uk">www.tabinfant.org.uk</a>
Email	<a href="mailto:vacancies@tabinfant.org.uk">vacancies@tabinfant.org.uk</a>
Telephone No	01903 235386
Required From	September 2024
Contract	Permanent part time (term time only) for 11.25 hours per week 2.25 hours per day (11.00 am – 1.15 pm)

Closing date for applications is: Tuesday 3 September 2024 at 9:00 am  
Interviews will be held: W/c 9<sup>th</sup> September 2024

Completed applications should be emailed to [vacancies@tabinfant.org.uk](mailto:vacancies@tabinfant.org.uk)