



TACHBROOK NURSERY SCHOOL JOB DESCRIPTION

POST: Meal Supervisor
RESPONSIBLE TO: Head Teacher
HOURS: 11.15am- 12.45pm Monday to Friday
(Fixed term contract: 11/10/2024 to 22/11/24 (to cover a planned sickness absence, but my possibly be longer)
PAY: Band 1 Step 1

DUTIES:

Meal supervisor:

- To help organise the room in preparation for lunch
- To supervise the children whilst eating
- To eat with a group of children, helping them to develop good table manners and a positive attitude to food
- To promote a pleasant atmosphere and conversation throughout the meal time
- To clean & tidy after lunch
- To follow school policies, organisations & routines including safeguarding & child protection
- To play with the children after lunch in the garden or yellow room
- To have regard for children's safeguarding, welfare, health and safety
- To ensure that the garden (or wherever working) is tidy for the afternoon children

SKILLS & EXPERIENCE

- Preferable Level 2/3 in childcare
- Preferable Food hygiene training
- A liking for young children and preferably with some experience of under-fives
- The ability to be responsive to their individual needs
- To be reliable, punctual, discreet and confidential
- To be calm and patient and good at listening to young children
- An adaptable and courteous team member
- To follow procedures and routines
- To ensure high standards of cleanliness & hygiene throughout the school environment