



School Name

Job Advert

Information about the post	
Job Title:	School Meals Supervisory Assistant
Salary Details:	SCP 3 - £11.79 per hour, subject to pay award.
Job Details:	5 hours per week, term time only (12:00-13:00, Monday to Friday).
Application process	
Closing Date:	Wednesday 3 rd July at 12:00 Noon.
Shortlisting Date:	Wednesday 3 rd July (PM)
Interview Date:	Monday 8 th July.

We are currently seeking to recruit enthusiastic, friendly and effective School Meals Supervisory Assistants to join our lunchtime team at Anston Hillcrest Primary School. We are located on Hawthorne Avenue in South Anston and have approximately 240 primary aged pupils on roll. We are dedicated to providing the very best education for all our children and have high expectations for everyone in our school.

You will:

- Supervise children during lunchtime, caring for their health, safety and well-being in the dining hall, playground and classroom.
- Be flexible and committed and a sense of humour is desirable
- Deal with minor problems and report any unsatisfactory behaviour, incidents or concerns to the School Business Manager or appropriate class teacher.
- Participate in training including First Aid and Safeguarding

(No previous experience is necessary)

We can offer you:-

- Children who love learning
- Highly skilled and supportive colleagues
- An inclusive ethos where every child is nurtured, challenged and valued
- A strong CPD programme
- A warm and friendly environment where we all aspire to be the best that we can be
- A Trust that offers many opportunities for growth and development.

Anston Hillcrest is committed to safeguarding and promoting the welfare of children and relevant safeguarding checks will be conducted in line with guidance and Keeping Children Safe in Education.

All school posts involve working with children and therefore the successful candidates will be required to apply for a disclosure of criminal records at an enhanced level. Further information about the Disclosure Scheme can be found at www.gov.uk/disclosure-barring-service-check

As an organisation assessing applicants' suitability for positions which are included in the Rehabilitation of Offenders Act 1974 (Exceptions) Order using criminal record checks processed through the Disclosure and Barring Service (DBS), Anston Hillcrest complies fully with the code of practice and undertakes to treat all applicants for positions fairly. Anston Hillcrest undertakes not to discriminate unfairly against any subject of a criminal record check on the basis of a conviction or other information revealed.

Anston Hillcrest is committed to the fair treatment of its staff and potential staff, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background. We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records.

Having a criminal record will not necessarily bar a person from working in school. This will depend on the nature of the position and the circumstances and background of the offence(s).

If shortlisted, you will be asked to complete and return a Criminal Records Declaration Form prior to interview. At interview, or in a separate discussion, Anston Hillcrest ensures that an open and measured discussion takes place on the subject of any offences or other matter that might be relevant to the position. Failure to reveal information that is directly relevant to the position sought could lead to withdrawal of an offer of employment.

Failure to declare a relevant conviction, caution or pending police action, will disqualify the applicant from appointment or result in summary dismissal if the discrepancy comes to light later.

All applications should be made online via email and queries via telephone to Karen Hayes, School Business Manager, Tel: 01909 550022. Please mark your application clearly with the vacancy reference and return all application forms by email to: khayes@ahp.jmat.org.uk

Please follow the link to find details about our school – <https://www.anstonhillcrestprimary.co.uk/>