



ST MALACHY'S SCHOOL

JOB DESCRIPTION – MID DAY SUPERVISOR – SCALE 1B

Prime Objectives of the Post

To be responsible for the supervision of children during lunchtime.

Supervision Received

Directly responsible to the Senior Mid Day Supervisor.

Range of Decision Making

To organise children who are under your care.

Contacts

Headteacher
Teaching Staff
Administrative Staff

Range of duties

1. To supervise children from the classroom to the dining room.
2. To supervise children when lining up for lunch.
3. Supervision of table behaviour, assisting children where necessary.
4. To ensure children eat the meal/packed lunch provided for them.
5. To supervise the children in the dining room.
6. To supervise the children in the playground.
7. Deal with any minor first aid problems, calling for assistance where necessary.
8. To promote and safeguard the welfare of the pupils.
9. To be aware of the person responsible for Child Protection and adhere to school safeguarding procedures at all times.
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11. To undertake any reasonable duties as designated by the Headteacher or the Senior Mid-Day Supervisor.

Please Note: this post is subject to an enhanced DBS check.