



## **Seghill First School**

**Lunchtime Supervisory Assistant**  
permanent contract term time only  
7.5 hours per week  
Band 1 scale point 1 to 2  
£2946 to £3004 per annum pro rata



Seghill First School is a small, inclusive school set in a semi-rural location. We have lovely children and a dedicated, hardworking team of staff, governors and parents. Further information about the school can be found on our website.

Our governors are looking to appoint an enthusiastic and highly motivated Lunchtime Supervisory Assistant to join our very successful team from 01 January 2020 or as soon as possible after this date.

You will be required to ensure the safety, welfare and good conduct of pupils during the midday break period under the direction of the Headteacher, including-

- supervising and supporting pupils in the dining hall, playground areas and school premises;
- supervising and supporting children in their access to play;
- establishing good relationships with pupils, responding to the needs of each individual child and ensuring acceptance of each child;
- complying with all school policies relating to Health and Safety, Child Protection and Safeguarding;
- working in such a way to promote the ethos and vision of the school;
- participating in training and development;
- undertaking other duties and responsibilities as required commensurate with the grade of the post.

The successful candidate must:

- have recent experience of working with and caring for children of the relevant age;
- have the ability to follow straightforward oral and written instructions and to keep basic work records;
- carry out physical skills related to the work;
- complete appropriate first aid training;
- work as a member of a team;
- be willing to work outdoors all year round.

The working pattern will be Monday to Friday 11:30am to 1:00pm.

In return we can offer an exciting opportunity to work with fantastic children and supportive colleagues.

We are strongly committed to safeguarding and promoting the welfare of all children and young people and expect all staff to share this commitment. An enhanced Disclosure and Barring Service (DBS) disclosure is required for this post.

Informal discussions or visits to the school prior to interview are encouraged. Please contact Mrs Elliott, Office Manager, to arrange a visit. Tel: 0191 237 0419

Application forms can be downloaded from this website and from the school by telephoning the school office.

Completed applications should be returned directly to the school either by post to Tracey Chappell, Headteacher, Seghill First School, Main Street North, Seghill, Northumberland, NE23 7SB or by email to [admin@seghill.northumberland.sch.uk](mailto:admin@seghill.northumberland.sch.uk)

**Closing Date is noon on Friday 13 December 2019. Interviews will take place as soon as possible after this date.**

Headteacher: Tracey Chappell  
Seghill First School, Main Street North, Seghill, Northumberland, NE23 7SB or by email to  
e-mail: [admin@seghill.northumberland.sch.uk](mailto:admin@seghill.northumberland.sch.uk)  
website: [www.seghill.northumberland.sch.uk](http://www.seghill.northumberland.sch.uk)