

Job Description: Midday Supervisor (Nursery)

Post Title: *Midday Supervisor (Nursery)*

Start Date: ASAP

Contract: *Permanent, Part time*

Hours: *10 hours per week (Monday – Friday, 11:30am – 1:30pm, term time only)*

Grade/Salary: *Ark Pay Scale 5, Point 5. Salary: £28,977 pro rata per annum inc.*

Responsible to: *EYFS Lead / Headteacher*

The role

To ensure the safety, welfare, and well-being of nursery children during the midday break, both in the dining area and in the playground, supporting them to develop social skills, good manners, and positive behaviour in line with the school's policies.

Main Duties and Responsibilities

Supervision & Safety

- Supervise nursery children in the dining hall, classroom, and outdoor play areas during the lunch period.
- Ensure the children are safe, happy, and engaged in appropriate activities.
- Support children with personal care as appropriate (e.g., toileting, washing hands, changing clothes after accidents).

Lunchtime Support

- Assist children with eating their lunch, encouraging good table manners and healthy eating habits.
- Provide support with opening food containers, cutting up food where necessary, and encouraging independence.
- Ensure the dining area is left clean and tidy.

Playground / Classroom Supervision

- Organise and encourage safe, inclusive play and positive interactions between children.
- Use restorative approaches and positive behaviour strategies to support children with social and emotional needs.
- Supervise the safe use of play equipment and report any hazards or concerns.

Pastoral Care

- Build positive, nurturing relationships with children.
- Comfort children when upset and support them in developing resilience and independence.
- Report any concerns about a child's well-being or safeguarding to the Designated Safeguarding Lead (DSL) in line with school policy.

Teamwork & Communication

- Work as part of the midday team, communicating effectively with colleagues and class staff.
- Follow school policies and procedures, including safeguarding, health & safety, and behaviour policies.
- Attend relevant training as required.

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.

Person Specification

Essential:

- Experience of working with or caring for young children (nursery/early years).
- Ability to relate well to children and support their needs.
- Patience, kindness, and a caring approach.
- Awareness of safeguarding and child protection.
- Ability to work effectively as part of a team.

Desirable:

- First Aid training (and/or willingness to undertake).
- Experience of supporting children with additional needs.
- Knowledge of positive play strategies for Early Years.