The Governors are seeking to appoint an enthusiastic Lunchtime Assistant to join our team.

Main Responsibilities:

* Offering care and support throughout lunchtime
* Promoting good order and high standards of behaviour
* Work as a team member under the direction of the Headteacher
* Assisting in the supervision of other activities during lunchtime, including setting out and storing of relevant equipment
* Ensuring the outside and inside areas are left tidy for the afternoon session
* Reporting any accidents and incidents that occur during lunchtime to senior staff in line with school policies and procedures.

The successful candidate will:

* Attend and participate in training and development courses as required
* Attend meetings, liaising and communicating with colleagues in the school
* Be an effective role model for the standards of behaviour expected of pupils

Application forms are available by email from The School Office – [office@millhillprimaryschool.co.uk](mailto:office@millhillprimaryschool.co.uk) and completed forms should be returned in the same manner, marked for the attention of the School Business Manager.  
Closing date: Wednesday 19th February 2025  
Shortlisting: Wednesday 19th February 2025  
Interviews: TBC