

Post: Lunchtime Supervisor
Start Date: September 2017
Salary: Dependent on experience

Hendon Preparatory School is a thriving co-educational Independent Day School in North London for children from 2 – 13 years.

We are seeking a Lunchtime Supervisor, for 2 hours daily, during the term-time. This is an important role in the school as it keeps our pupils safe and happy during the lunchtime break.

The Lunchtime Supervisor needs to be a person who can confidently undertake the direct supervision of pupils in designated areas and assist with daily decisions on areas for pupil use (for example, at wet lunchtimes). The successful candidate must have high expectations of themselves and the children, be flexible and adaptable and have the ability to use their initiative.

If you would like to join our highly motivated and talented staff we should be pleased to hear from you.

For more information please see attached Job Description and complete an Application Form. Please e-mail Application Forms with a supporting statement to:

jenny.stirling@hendonprep.co.uk

Please note that a Curriculum Vitae will not be accepted as a substitute for the information requested on the Application Form.

Closing date: Noon Thursday 29th June 2017

Interview: Monday 3rd July 2017

The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head or indeed to the Regional CEO so that a referral can be made accordingly to the relevant third party services.