

St Patrick's Catholic Primary School JOB DESCRIPTION

POST TITLE: Lunchtime Play Leader
GRADE: Grade 4

ACCOUNTABLE TO: Senior Midday Supervisor

PURPOSE OF THE JOB

To improve children's enjoyment of lunchtime by planning, organising and delivering play activities

KEY ACCOUNTABILITIES

1. To promote and encourage active and constructive outdoor play;
2. To plan and organise a varied programme of fun, age-appropriate activities, adapting them according to the needs of the children;
3. To encourage and promote good behaviour and the social and emotional development of the children;
4. To ensure that play equipment is available, usable and safe and is returned and correctly stored after use;
5. To make suggestions to the senior leaders concerning play development and the purchase of new equipment/materials;
6. To provide welfare support to the children at lunchtime. This may include undertaking minor first aid duties (if trained) and assisting children with personal hygiene;
7. To maintain records showing the activities that children have participated in;
8. To liaise with Supervisory Assistants and work productively as part of a team to ensure that lunchtime is enjoyable, safe and orderly.

Supporting the school

At an appropriate level, according to the job role, grade and training received, all employees in the school are expected to:

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1. Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life.
2. Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop.
3. Take appropriate responsibility for safeguarding and children's welfare and be aware of confidential issues linked to home/child/teacher/school and keep confidences appropriately.
4. Be aware of health and safety issues and act in accordance with the school's Health and Safety Policy.

OTHER DUTIES:

The postholder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate qualifications or receives appropriate training to carry out these duties.