Hordle CE (VA) Primary School

Vacancy for Lunchtime Supervisory Assistant

- **Closing Date:** Friday 4th December 2026
- **Interview Date:** Tuesday 8th December 2026
- **Start Date:** January 2027
- **Contract/Hours:** Fixed term contract until July 2026, with the possibility of extension / further hours
- **Salary Details:** £3,046 - £3,069 per annum (full time equivalent £25,025 - £25,221 per annum)
- **Hours of Work:** Monday, Wednesday and Thursday with potential for additional cover hours, 11:45am - 1:30pm (5.25 hours per week), term time only.

Job/Person Summary
We are looking to recruit a calm, friendly, caring and enthusiastic person to join our dedicated team of Lunchtime Supervisory Assistants. You will need to be flexible and able to work as part of a team.

The successful candidate will:

• Enjoy working as part of a team

• Be dynamic and energetic

• Have experience of working with children

• Be a positive role model to our children

• Ensure confidentiality and safeguarding is given due regard

• Be willing to undertake training, where appropriate

• Have a visible presence and support staff in upholding behaviour expectations

The main duties will be:

• Supervising the children in the lunchtime hall, outside on the playground or in their classrooms during wet lunch breaks

• Promoting healthy eating

• Encouraging positive play by leading a range of playground games

• Ensuring all children are safe, happy and well behaved during the lunchtime

• Having a visible presence and supporting staff in upholding behaviour expectations in line with our behaviour policy and procedures

• Ensuring any issues are dealt with in a positive and thoughtful manner and in accordance with our

behaviour policy and procedures

• Assisting with associated duties, e.g. cleaning up spillages, ensuring tables are clean, ensuring pupil hygiene

Hordle is an Outstanding school with a stimulating learning environment. We aspire to excellence throughout the school and want to recruit like minded colleagues who thrive on the challenge of supporting our teaching team in their endeavour to inspire the next generation.

What can we offer you?

We have a wonderfully supportive and motivated team of staff who are committed to providing the very best for the children of Hordle. As a school, we explicitly seek to grow the next generation of school staff and invest substantially in the ongoing professional development of our team.

Still interested?

If you have any further questions or you would like an application form, please complete a Support Staff Application form, found on the vacancies page of our website. We warmly welcome visits to our school - if you would like to arrange a tour please call the school on 01425 611657 to speak to Hannah Rook, School Business Manager.

The school has a policy on equality of opportunity which is designed to ensure that all staff receive fair and equal treatment regardless of their gender, race, ethnic origin, disability, sexual orientation, age, religion or beliefs, or any other factors not relevant to their ability to do the job for which they are employed. This is a school in which safeguarding of our pupils is paramount and all applicants will be subject to rigorous pre-employment checks prior to appointment.