



## Job Description

**Job Title:** Lunchtime Play Leader

**Wakefield Primary Cluster**

**Reporting to:** Principal      **Grade:** 3

**Accountable for:** Midday Supervisors

### **Overall purpose of the post:**

To ensure that pupils are supervised throughout lunchtime and deploy midday supervisors effectively, communication instructions clearly and setting high expectations.

### **Main duties and responsibilities:**

- Promote constructive play at lunchtimes
- Provide a range of appropriate creative, stimulating and fun activities at lunchtimes, which are physically active, including the setting up of equipment for these activities
- Organise and maintain effective zoning of the playground to cater for a wide variety of differing needs, creating a playground environment inclusive for all children
- Ensure that all equipment is available, useable, fit for purpose and safe
- Control the distribution and return of equipment
- Promote good behaviour and the social and emotional development of pupils
- Work in a positive way to ensure children behave well and report any concerns to teaching staff
- Support the development of the academy's behaviour policy and ensure that it is implemented effectively
- Ensure that Midday Supervisors understand their duties and are fully aware of the current rules and arrangements of the academy
- Be an effective team leader and positive role model for others
- Deal with any first aid issues as necessary
- Be alert to issues of Health and Safety showing initiative to minimise risk to children and report concerns to the Principal
- Check to see that all pupils return to their classroom, reporting any incidents to the class teachers
- Carry out any request from the Principal
- Attend training to improve own skills and knowledge

### **Personal Contacts**

**External:** Contractors, suppliers, parents, external agency professionals, other government and local authority staff, other staff from academies and schools.

**Internal:** Students, staff, Board and Academy Council members, parents and any other visitors to the Academy.