St. Andrew's Church of England Primary School

King Edward Crescent, Woodhall Spa, Lincolnshire, LN10 6RQ

Midday Supervisory Assistant

October 2026 - Required as soon as possible

St Andrew's C.E. Primary School is seeking to appoint a reliable and enthusiastic Midday Supervisory Assistant to join our friendly, enthusiastic team.

Contract Type:	Term time only, permanent, part time
Contracted Hours:	8.75 hours per week
Days of Work:	Monday – Friday
Working Hours:	11:45am – 1:30pm
Applicable pay points:	Grade 2, Point 3 – 6
Annual Salary FTE:	£25,219.00 – £25,614.00
Actual Salary:	£5,000.54 - £5659.31 per annum, pro rata

Applicants should be good team players as well as reliable, efficient and flexible. We are looking for a person who will be committed in their attendance. Midday Supervisors at St. Andrew's work hard to form good relationships with children and this is a vital element of the role. Candidates should have a genuine desire to provide a rewarding and enjoyable lunchtime for our children.

While not exhaustive, the Midday Supervisory Assistant's duties will be to support the Midday Leader to ensure that:

- children are kept safe and are supervised at all times in the playground, classrooms, corridors, cloakrooms, toilets, etc
- procedures and policies are followed
- the dining hall is prepared for dining, including setting out tables and chairs as appropriate
- meals are served following appropriate food hygiene regulations.

Candidates should be professional, understanding issues of confidentiality and the need to protect the welfare of children.

Our School and all its personnel are committed to safeguarding and promoting the welfare of the children. This post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service.

Application forms and person specification are available from our website: http://www.standrews-woodhallspa.org.uk/vacancies/ or from the School Office.

Please send completed application forms for the attention of Eleanor Allan, Office Manager, The School Office, St Andrews CE Primary School at the address above or please email to: admin@st-andrews-woodhall.lincs.sch.uk

We look forward to hearing from you.

The closing date for applications is Wednesday 14 October 2026.