



**JOB TITLE: Lunchtime Support Worker**

**RESPONSIBLE TO: Cluster Leader**

**STATEMENT OF PURPOSE:**

To assist students with care, feeding and breaks during the middle of the School day having due regard to the health, safety and wellbeing of pupils and colleagues.

To assist classes with resources or activities as time allows.

**KEY RESPONSIBILITIES**

Care and safety:

- Helping pupils with feeding
- Toileting and changing of pupils after feeding if necessary to ensure they are clean, tidy and comfortable
- To assist with monitoring of physical wellbeing including pupils' eating habits to support the development of pupils' independence.
- To assist in the supervision of pupils during break and lunchtimes

Behaviour, therapy and play:

- To support pupils to participate as inclusively as possible in activities
- To assist pupils with lunchtime activities and provide support and encouragement to enable them to have a happy lunchtime
- To help pupils manage their own feelings and relationships with others

Learning and development activities:

- To assist with the timely preparation of resources, activities and the teaching environment ensuring pupil safety. This may include preparing materials to meet individual pupil needs.

Communication and team working:

- To help pupils with communication and interaction

- Liaise with kitchen and/or classroom staff about feeding and break times as necessary
- To work flexibly as part of a team

**Please note**

This work sometimes involves sitting at low tables or on the floor and may involve restraint of pupils for which training is available. The work is in a hectic and noisy environment with constant interruptions from children.

Working with Special Education Needs pupils requires a particular understanding and appreciation of the individual needs such as physical limitations, learning, emotional, behavioural and language difficulties or problems with organisation. The behaviour of such children is often extremely challenging and is therefore emotionally and physically demanding. In some cases the nature of the pupils' special needs may result in staff being verbally or physically assaulted.

This is not an exclusive or exhaustive range of responsibilities, rather an indicative list. You may be required to carry out further duties as reasonably required and commensurate with the position.

## PERSON SPECIFICATION

| Key Criteria                | Essential   | Desirable  |
|-----------------------------|---|--|
| Qualifications and training | <p>Good levels of literacy/numeracy</p> <p>Awareness of health, safety and wellbeing requirements in a school environment</p>   | <p>Health and social care or childcare qualification</p>   |
| Skills and experience       | <p>An understanding of the aims of the school</p> <p>Experience of working in a challenging environment</p> <p>Excellent communication skills including ability to communicate sympathetically with children</p> <p>Ability to support emotional wellbeing, self-reliance, self-esteem and resilience in others</p> <p>Ability to assist with feeding and changing</p> <p>Ability to assist with activities and resources</p> | <p>Experience of working within a health and social care setting (paid or voluntary)</p> <p>Experience of a SEN learning environment</p> |
| Core Competencies           | <p><b>Pupil Led</b></p> <p>Passionate about supporting young people with a disability in a dignified way</p> <p>Committed to meeting the needs of pupils</p> <p>Is approachable and helpful</p> <p>Acts with honesty, integrity and discretion</p> <p>Is concerned with the health, safety and wellbeing of others</p>  | <p>Emotional awareness</p>   |

|  |  |  |
|--|--|--|
|  | <p><b>Results Orientation</b></p> <p>Displays energy and enthusiasm</p> <p><b>Working Together</b></p> <p>Contributes to effective teamwork</p> <p>Understands and supports others</p> <p>Values people equally and encourages inclusive participation</p> <p>Willing to work in line with all MGS policies and procedures</p> <p><b>Adaptability</b></p> <p>Can cope with change</p> <p>Works well in a challenging environment</p> <p>Remains calm and professional at all times</p> |  |
|--|--|--|