**School name: Bell Lane Primary School and Children’s Centre**

**School address: Bell Lane, Hendon, NW4 2AS**

**Tel: 020 8305 3115**

**Email: Office@Belllane.Barnetmail.net**

**Headteacher: Harsh Patel**

**Post Title Meal Time Supervisor**

**Salary: £20,658 – £22,185 FTE (£2,474.33-£4,118.70 depending on hours and experience)**

**Hours: between 5 and 7.75 hours a week Monday to Friday, term time only.**

**We have a number of positions available for meal time supervisors to join our warm and friendly school community. Strong team working and communication skills, an interest in working with children and the ability to engage with and support our children during playtimes and in the dining hall are a must. Meal time supervisors will also be required to provide basic first aid (training will be provided).**

**Our Meal time supervisors are key members of the support team and in addition to helping to support appropriate behavior and play activities they also play a role in recording medical incidents on the system and providing information to the school office so that parents can be informed. English language skills including the ability to write are therefore a requirement of the role.**

**The application form is attached and can be downloaded from our website** <https://www.belllaneprimaryschool.co.uk/our-school/vacancies/>**. Completed application forms should be returned to the school. Please contact** [**office@belllane.barnetmail.net**](mailto:office@belllane.barnetmail.net)

**Closing date: Wednesday 28th October**

**Interview date: Week Commencing 2nd or 9th November.**

**We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment.**