The Hall

Job Description

Job Title:	Playground Supervisor
Reports to:	Deputy Head of the Junior School
Full Time/ Part Time:	Part time – 18:45 hours per week
Working hours:	9.45am to 1.30pm, Monday to Friday
Weeks worked:	Term Time Only
Role Summary:	Build positive and professional relationships with pupils and colleagues, demonstrating confidence, initiative, and a proactive approach to managing both pupils and the areas under your supervision.
Professional duties:	You are expected to act in accordance with the aims, policies and administrative procedures of the School

The Hall is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Main Duties and Responsibilities:

- Safeguard and promote the welfare of all pupils, adhering to the School's safeguarding, child protection, health and safety policies and procedures at all times.
- Maintain a visible and vigilant presence during playground duties, recognising and responding appropriately to potential risks, and challenging or reporting any unauthorised persons on the School site.
- Supervise pupils effectively, encouraging high standards of behaviour and reinforcing the School's values and expectations.
- Foster a positive and inclusive environment by building constructive relationships with pupils, providing pastoral support, and initiating engaging activities during break times.
- Be attentive to the needs of all pupils, particularly those who may be vulnerable, isolated, or in need of additional support, raising any concerns promptly with the appropriate member of staff.
- Promote good order within duty areas, addressing behaviour that falls below expectations and escalating concerns where necessary.

- Ensure that pupils who are unwell or injured receive appropriate care and that any significant incidents or accidents are reported in accordance with School procedures.
- During periods of inclement weather, assist with the safe supervision of designated indoor areas and ensure outdoor spaces are appropriately managed.
- Ensure that the playground is well tidied up after each play session and that the playground resources cupboard remains well stocked.
- Attend relevant training sessions, including statutory safeguarding training, designated INSET days, Paediatric First Aid Training and regular review meetings, as required by the School.
- Undertake any other duties reasonably requested by the Deputy Head, Head, or other members of the Senior Leadership Team.

As a term of your employment, from time to time, you may be required to perform duties of a similar or related nature to those outlined in this job description.
Responsibilities may be direct, joint or through devolved structures, but always in accordance with whole school policies. These details may be amended at any time by agreement, but in any case, will be reviewed through the appraisal process.

All members of staff are required to promote and safeguard the welfare of children they are responsible for or come into contact with and to adhere to and ensure compliance with the school's Child Protection procedures and staff guidance at all times. If, in the course of carrying out the duties of the post, a member of staff becomes aware of any actual or potential risks to the safety and welfare of children in the school s/he must report any concerns to one of the designated Child Protection officers or to the Head/Head of the Junior School.

The Hall

Person Specification

The Hall School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

	Essential ***These are qualities without which the Applicant could not be appointed***	**Desirable** ***Extra qualities which can be used to differentiate applicants***	**Method of assessment**
Qualifications	•	• Prior First Aid (will be provided) • Relevant academic qualifications, for example A Levels and an undergraduate degree or equivalent	*Certificates*
Experience	• Some experience of working with children	• Experience in a similar role	*Application form and references*
Skills	• Excellent communication skills, able to listen to the needs of the children and respond accordingly;	•	*Application form, references & interview*
Knowledge	• Awareness of safeguarding procedures in schools	•	*Application Form & Interview*

Personal competencies and qualities	• Empathetic yet assertive, especially when dealing with children • Respectful, patient and diplomatic, able to ease tempers and fairly manage situations; • Set an example: able to follow rules and be a model of the School's expectations and values; • Able to look for and encourage the best in each child; • Flexibility to cover additional breaktimes/lunchtimes is desirable;	•	*Application form, references & interview (including observed lesson)*