



Wandsworth Federation

of Maintained Nursery Schools

MEAL SUPERVISOR

JOB DESCRIPTION

Somerset Nursery School
157-159 Battersea Church Road
London SW11 3ND

Responsible to:

Class Teacher

Grade:

Scale 1D3

Hours:

2 hours a day - 11.30am to 1.30pm
Term time only 38 Weeks

Main purpose of the post

Under the direction of the class teacher, and in accordance with the practices and procedures of the Authority, working in close partnership with the school team.

Main Duties

The Meal Supervisor would be required to supervise and share lunchtime with our pupils:

- To support the Authority's policies regarding healthy eating and ethnic meals etc.
- To exercise responsibility for the positive behaviour of children, ensuring that health and safety practices concerning children are maintained
- To assist with preparation of the Nursery area for lunch to be served
- To serve lunch to a group of children, supporting in developing their self-help skills, social skills and general development.
- To clear and clean Nursery in preparation for the afternoon session
- To assist the Nursery team in providing a positive learning experience through play for the children, working both inside and outside after lunch
- To liaise with the Deputy Head teacher relating to the service of the meal.
- To assist with care and welfare of young children

- To carry out any other duties appropriate to the grading level as required by the Deputy Head Teacher.
- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and working together in relation to child protection and safeguarding children and young people.
- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults.
- To ensure that the line manager and child protection and safeguarding co-ordinator is made aware and kept fully informed of any concerns which the member of staff may have in relation to safeguarding and/or child protection.