

PHOENIX INFANT AND NURSERY SCHOOL JOB DESCRIPTION

POST: PLAY TEAM WORKER (MIDDAY SUPERVISORY ASSISTANT)

Responsible to: Head Teacher and Senior Midday Supervisor

Duties:

We will be starting our OPAL – Outdoor Play And Learning journey in September 2025. This means our school believes that all children need opportunities to play, which allow them to explore, manipulate, experience, and affect their environment (see OPAL website for further information [Home - Outdoor Play and Learning](#)) Full training will be offered in the OPAL principles.

Job Purpose

- To assist with the supervision, care, behaviour and safety of children on school site during the lunchtime break

Main Duties and Responsibilities

- To be responsible for securing the safety, welfare and good conduct of children during the lunchtime break period in accordance with the practices and procedures of the school
 - Preparing children for their lunch and supervising children in the dining hall
 - Assisting (as necessary) young children to visit toilet and wash hands
 - Attending to and reporting any child who is ill or has had an accident to a first aider
 - Supervising table manners and, in the case of young children, assist in the correct use of cutlery, cutting up of meals etc.
 - Encouraging children to eat meals and try meals which are new to them
 - Prior to children returning to learning in an afternoon, pass on any relevant information to the class teacher
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- To facilitate plan and model a range of activities to the children
 - To supervise children playing outside in all weathers
 - To set up and prepare play activities and equipment prior to lunchtime and tidy and put away at the end of the session
 - To risk assess play as it happens (Dynamic RA)
 - To be aware and follow all guidelines in school policies and report any inappropriate behaviour to a member of the SLT
 - To embrace the OPAL philosophy and take part in regular training/reflection meetings
 - Undertake monitoring of play equipment and resources

Professional Values and Practice

- Having high expectations of all pupils; respecting their social, cultural, linguistic, religious and ethnic backgrounds
- Treating pupils consistently with respect and consideration and being concerned with their development as learners
- In line with the school's policy and procedures, using behaviour management

strategies which contribute to a purposeful learning environment.

- Working collaboratively with colleagues as part of a professional team; and carrying out roles effectively, knowing when to seek help and advice from colleagues.
- Reflecting upon and seeking to improve personal practice.
- Working within school's policies and procedures and being aware of legislation relevant to personal role and responsibility in the school.
- Recognising equal opportunities issues as they arise in the schools and responding effectively, following school's policies and procedures.
- Building and maintaining successful relationships with pupils, parents/carers and staff.

The duties and responsibilities highlighted in the job description are indicative and may vary over time. The job description is not intended to be an exhaustive list of all the duties and responsibilities that may be required.

The jobholder will be expected to carry out such professional tasks as are commensurate with the duties and responsibilities of the post.