St. Mary's CEVC Primary School

Job description: Midday Supervisor (MDSA)

Job details

Job title: Midday Supervisory Assistant (MDSA) for Little Oaks Nursery

Salary: £13.28 per hour 2 hours per day (11.30am – 1.30pm) Term time only

Contract type: part-time and term time only

Line Manager: Nursery Manager

Main purpose

To work with the Nursery Team during the lunchtime break to help children with their lunches, ensuring the safety and general welfare of the nursery children during this period.

Main duties and requirements of the role:

- Complete training including safeguarding, food hygiene and manual handling
- Supervise children in the nursery during lunchtime and to ensure their safety and welfare
- Supervise the movement of pupils to and from eating areas, including any personal hygiene requirements (e.g. hand-washing)
- Maintain good order in eating areas, including the supervision of pupils with packed lunches
- Ensure health and safety, food hygiene requirements are met during lunchtime
- To assist pupils in their independence, as necessary, with the proper use of cutlery, drinks or other aspects of the midday meal
- To assist in the clearance of any spillages and the wiping down and clearing of tables, as appropriate
- To assist in the setting up and setting down of the dining area