

Queen's Road Academy

School Meals Supervisor Assistant

Grade Details: Grade 1

Salary Details: £22,366.00 pro rata

Hours Per Week: 5

Contract type: Term Time

Contract term: 1 x Permanent

The Governing Body at Queen's Road Academy are seeking to appoint a well-motivated, enthusiastic School Meals Supervisor Assistant. Applications are welcome from both experienced candidates as well as those seeking to start their career as a School Meals Supervisor Assistant.

We are looking for someone who:

- Has the ability to relate well to children and adults and build positive relationships.
- Can work constructively as part of a team, understanding their role and responsibilities.
- Can use own initiative and is proactive in undertaking a range of duties.

In return we can offer you:

- Enthusiastic, well-behaved children who are eager to learn and succeed.
- Highly committed, enthusiastic and professional staff.
- Dedicated governors and supportive parents who care passionately about the school.
- A happy and welcoming learning environment.

If you would like more information about the school or post, please email the Headteacher, Jon Smith on j.smith@smat.org.uk

The closing date for all applications is: **Midday on Wednesday 27th November 2024**

Completed applications to be emailed to queensroad@smat.org.uk

This post is covered by the Disqualification under the Childcare Act 2006 and 2018 regulations. The preferred candidate for this post will therefore be required to complete a self-disclosure form.

Please note for this post you will be required to undergo an enhanced Disclosure and Barring Service check.

In line with KCSIE 2024 and guidance from The Safer Recruitment Consortium, shortlisted applicants will be subject to an online search.

Personal e-mail addresses i.e. Hotmail; Gmail; even if from a former manager/employer are not acceptable. Applicants must provide a business e-mail address for referees.

St Mary's Academy Trust is committed to safeguarding and promoting the welfare of the children and young people and expects all staff / volunteers to share this commitment.

To view our Safeguarding and Child protection policy please click on the following link -

<https://documents.stmarysacademytrust.co.uk/policies/Safeguarding%20Policy%20Draft.pdf>

To view our Recruitment of Ex-Offenders policy please click on the following link -

<https://documents.stmarysacademytrust.co.uk/policies/Recruitment%20of%20Ex-Offenders%20Policy.pdf>

St Mary's Academy Trust welcomes applications from both genders and is committed to equal opportunities. Any personal data collated will only be used for the purpose for which it is intended i.e the selection process and where required to carry out pre-employment checks, your



data will be shared only with the recruitment panel, the data will be stored securely. If you are the successful candidate, your data will form part of your personal file. If you are unsuccessful your data will be retained and destroyed securely in 6 months.