



Enquire Learning Trust Application Pack

Lunch Time Supervisor

Reference Number: ELTMAR2601

Bradley Green Primary Academy
Bradley Green Road
Newton
Hyde
SK14 4NA

Contents:



1. The Enquire Learning Trust Visions, Values and Mission



2. Academy Information



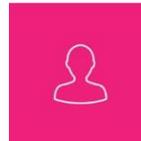
3. EAP Programme



4. Job Advert



5. Job Description



6. Person Specification



The Enquire Learning Trust

We are a multi-academy trust currently responsible for 32 academies in four clusters across the North of England; North East Lincolnshire, Hull, Manchester, Teesside and North Yorkshire.

We work in complete collaboration with each of our academies and place a strong emphasis on school-to-school support and learning. Our academies work in collaboration with one another, sharing both their talent and ideas with others, giving employees the opportunity to learn from individuals within our other academies.

We recognise that the most important assets we have are our employees, and for our academies to succeed we need to ensure we employ the very best people in every single role. Our core values and beliefs are consistent throughout all our academies, and our keys to success are at the heart of everything we do.

Every role across the Trust is valued, appreciated and purposeful. We believe that the outcome of every role across the Trust should improve the education each of our learners receive. Whether teaching, support or leadership, every single role is vital to the success of our academies.

We also recognise that all our academies are different, and we encourage individuality. Whilst we believe our academies should work together to support best practice and to share ideas, we don't believe that implementing blanket priorities and objectives is pertinent to a successful academy, and we encourage autonomy for academy leaders wherever possible.

Values

- We believe that all learners can be powerful learners given access to extraordinary learning experiences. We want children and the academies they attend to be confident, successful and ambitious.
- We envisage a Trust where well led, highly skilled and committed professionals collaborate, learn and innovate together to ensure that all academies are successful and where all learners have access to effective and innovative provision that meets their needs and aspirations.
- We want to add value to achievement and raise standards. We also want to change lives. We know this requires our provision and our practice to be world-class – because of the distance we have to travel, we understand that good will not be good enough and that we need to develop a shared appreciation of excellence and then strive to enact this every day.
- We take learning seriously and work together to create a vibrant culture in which this can happen. We know that it's what we do that counts and that our thinking must be visible in classrooms if it is to have leverage. Children are at the forefront of all that we do and aspire to do. We take serious steps to engage them, to hear their voice in authentic ways and then to use their insight and expertise to develop radical pedagogies that tap into their passions and interests and use the potential of emergent technologies.

Welcome to Bradley Green Primary Academy!

We are very proud of our school and learning environment

Our school is a happy, friendly, safe place where children and staff feel welcome and valued; a place where all members of the school community care about each other and are kind to each other; a place where behaviour is excellent and where everybody takes pride in whatever they do.

We are lucky to have a dedicated and skillful staff who all work very hard to provide the best opportunities for all pupils. The vision for our school is for all pupils to make as much progress as possible both academically and personally; to allow them to grow up with confidence and ambition. Our school's Vision is 'Ambition for Excellence' and to achieve this vision we provide the pupils with the right tools to head into the world with the highest expectations and aspirations for themselves.

EAP Programme

The Trust offers an EAP programme through Health Assured which provides access to valuable health and wellbeing services.

Key Features:

- Unlimited access to 24/7 confidential telephone helpline
- Up to 10 sessions of face to face, telephone and online counselling
- Access to the portal and wisdom app
- Coverage for spouse/partner and dependants
- Medical information line including articles, webinars and podcasts
- Menopause Support access to other resources such as 'Menopause Matters'
- Access to Perks and Discounts
- Online and mobile access, anywhere and anytime
- Self-help guides, mood and wellness trackers

BRADLEY GREEN PRIMARY ACADEMY

Bradley Green Road, Newton, Hyde, SK14 4NA

Tel: 0161 368 2166

Email: admin@bradleygreen.org.uk

Principal: Mrs V Cameron

LUNCH TIME SUPERVISOR

Permanent, 10 hours per week

NJC SCP 3 – Salary: £5924.76 per annum

Mon to Fri Term-time only plus 4 inset days – 11:15am – 1:15pm

Required from Monday 13th April 2026

Closing date: Wednesday 18th March 2026

We currently have two positions available, 10 hours and 8.75 hours per week. We welcome applications for both roles.

We are looking for someone friendly, reliable and patient, with a sense of humour, to join our midday team helping make dinnertimes safe and enjoyable for our children.

Application forms are available from <https://www.enquirelearningtrust.org/job-vacancies/>

For further details and information please email admin@bradleygreen.org.uk

The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post is subject to an enhanced disclosure from the Disclosure and Barring Service (DBS) and completion of Childcare Disqualification Declaration Form.

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

LUNCH TIME SUPERVISOR

JOB DESCRIPTION

THE DUTIES REQUIRED OF THE LUNCH TIME SUPERVISOR ARE ALLOCATED BY THE PRINCIPAL AND ARE AS FOLLOWS:-

1. To be responsible to the Principal for the supervision of children throughout the midday break (i.e. the interval between the close of the morning school and the recommencement of school in the afternoon).
2. Supervision of queues awaiting to enter the Dining Hall.
3. Supervision of the Dining Hall and reporting back to the class teacher.
4. Supervision of all areas both inside and outside where pupils congregate during lunch time.
5. In the case of nursery aged children, infants and pupils with special needs, assisting with toileting requirements as necessary.
6. Leaving the Dining Hall in a tidy condition.
7. Deal with any minor bumps and scrapes during the lunch time period.

PERSON SPECIFICATION

1. EXPERIENCE/EXPERTISE

Previous experience of working with children would be an advantage.

A First Aid Qualification (Desirable).

2. PERSONAL QUALITIES

A friendly but firm manner.

A tactful, patient approach when supervising the children.

An awareness of the need for confidentiality.

An awareness of safety factors in the School environment.

A willingness to undertake training as appropriate.

**Bradley Green Primary Academy
Bradley Green Road
Newton
Hyde
Cheshire
SK14 4NA**

Principal: Vicky Cameron

Telephone: 0161 368 2166

Email: admin@bradleygreen.org.uk

The Enquire Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All ID and qualification checks will be made prior to appointment, as will online searches of candidates (Keeping Children Safe in Education 2023). Any offer of employment will be subject to receipt of a satisfactory Disclosure & Barring Service check and Disqualification by Association Disclosure.

DISCLOSURE AND BARRING AND RECRUITMENT CHECKS

The Trust is legally obligated to process an enhanced Disclosure and Barring Service (DBS) check before making appointments to relevant posts.

The DBS check will reveal both spent and unspent convictions, cautions, reprimands and final warnings, and any other information held by local police that's considered relevant to the role. Any information that is "protected" under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 will not appear on a DBS certificate.

For posts in regulated activity, the DBS check will include a barred list check.

It is an offence to seek employment in regulated activity if you are on a barred list.

We'll use the DBS check to ensure we comply with the Childcare Disqualification Regulations. It is an offence to provide or manage childcare covered by these regulations if you are disqualified.

Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the trusts information governance policy which can be found on the website.

Please note this post is in regulated activity and exempt from the rehabilitation of Offenders Act 1974 and subject to satisfactory references and an enhanced DBS criminal records and barred list check for work with children. An online search may be undertaken as part of the recruitment process on information available in the public domain. Candidates should disclose anything that may be relevant in line with [Keeping Children Safe in Education](#).

Any job offer will be conditional on the satisfactory completion of the necessary pre-employment checks. Only applicants who have been shortlisted will be asked for a self-declaration of their

criminal record or information that would make them unsuitable for the position. Any convictions that are self-disclosed or listed on a DBS check will be considered on a case-by-case basis.

All documentation will be treated confidentially and processed in accordance with Data Protection regulations