



## Midday Supervisor

<b>Reporting to:</b>	Director of Upper Site or Lower Site
<b>Start date:</b>	September- November 2025 first instance
<b>Suitable for:</b>	Experienced/Newly experienced
<b>Contract:</b>	Temporary, Monday to Friday - 11.30am to 12.45pm, 43.39 weeks per year
<b>Salary:</b>	Scale 1c, Point 2-3 (£15.03-£15.24 per hour)
<b>Disclosure level:</b>	Enhanced

### About the Role

We are a large, well-organised Secondary school in Redbridge looking for a temporary Midday Supervisor to promote the orderly behaviour and safety of students across both sites and to assist in the efficient movement of students across our two sites.

### About Our School

Trinity Catholic High School is large Catholic comprehensive school situated in the London Borough of Redbridge and within the Diocese of Brentwood. We have a reputation for excellence in all aspects of our service to the children in our school and the wider community. Our school's inspection reports can be viewed on this link: [www.tchs.org.uk/about-us/inspections](http://www.tchs.org.uk/about-us/inspections). The highest standards relating to Teaching and Learning are a feature of daily life at Trinity and these significantly and positively impact student progress and attainment. Trinity's Section 48 report (January 2020) states that "**Trinity Catholic High School is an outstanding school and a beacon of high-quality Catholic education. It has an excellent reputation in the local community and beyond and it is rightly seen as a flagship school for the Diocese of Brentwood**". The report also emphasises that "**Catholic life at Trinity Catholic High School is outstanding and is of the highest quality**" and "**Every aspect of Collective Worship at the school is outstanding**".

### We are seeking a Midday Supervisor who has:

- ✓ A strong sense of responsibility for the safety of children.
- ✓ Ability to deal with diverse behaviours, employing a firm but very fair approach.
- ✓ Ability to work on own initiative.
- ✓ Willingness to work indoors and outdoors.





### Your Application

The school can only accept applications made on our school application form or by using the on-line TES Apply Now function. The completed form should be submitted via email to [recruitment@tchs.org.uk](mailto:recruitment@tchs.org.uk). Download our application form: <https://www.tchs.org.uk/about-us/employment/>

- Tel: 020 8504 3419
- Closing date for applications: 19<sup>th</sup> September 2025
- Interviews take place: TBC

### Early applications are welcome

We are committed to safeguarding and promoting the welfare of our pupils. Candidates must be willing to undergo child protection screening. This will be to obtaining a satisfactory enhanced Disclosure and Barring Check (DBS). Further details of this can be found on our website: <https://www.tchs.org.uk/about-us/safeguarding/> All applicants will be subject to social media checks in line with *Keeping Children Safe in Education (KCSIE) 2024*.

Applicants must provide 2–3 referees, including one with access to their employment records. Consent must be obtained from referees. Please refer to the *Notes for Applicants* guidelines for full details.

We reserve the right to close the vacancy early if we receive a volume of suitable applicants. Please note that only candidates selected for shortlisting will be contacted, due to the high volume of applications.





# Job Description

## Purpose

To promote the orderly behaviour and safety of students across both school sites and to assist in the efficient movement of students.

1. Supervising students in the playground, dining hall, corridors and approaches to the two school sites during the lunch period.
2. To maintain a highly visible and proactive stance as regards to potential flashpoints during these periods of activity and to report them promptly to experienced staff members.
3. To be directed by the Director of Site in such duties, which will be recorded in the daily bulletin duty rotas.
4. To utilise downtime under the direction of office and site Pastoral leads in such work as; accompanying students between sites, undertaking site and corridor patrols, assisting the caretakers in dining hall duties.

## Safeguarding

1. To be aware of safeguarding and promoting the welfare of children and vulnerable adults and to report any concerns in accordance with our school's Safeguarding/Child Protection policies.
2. To liaise with the Designated Safeguarding Lead regarding any key cases.
3. To undertake compulsory Child Protection/PREVENT Training as directed by the school.
4. To follow up safeguarding issues in line with school policies and procedures

This job description is subject to review and may change as the role develops

