

**Avenue Junior School**

**Avenue Road,  
Norwich,  
Norfolk.  
NR2 3HP  
Tel: 01603 441034  
Fax: 01603 441035  
Number on roll: 480**

**Midday Supervisory Assistant (MSA)**

**Scale A, £9.00 per hour**

**5 Hours a week, Monday – Friday, worked between the hours 11.30 am – 1.30 am  
part time will be considered**

**Term time only**

We are looking for an enthusiastic, friendly and hardworking MSA to join our team and help with the supervision of our fantastic children at lunchtimes. The role involves taking an active part in supervising and managing outside play and promoting good relationships with positive behaviour.

You must:-

- Be kind, firm and fair
- Be approachable
- Be calm and patient
- Understand and respect confidentiality

We have a great team of MSAs who work hard to ensure all our children are happy, safe and inspired at lunchtime.

**Duties include**

- Setting up and clearing away furniture for lunchtime (some lifting of tables and benches)
- Supervising children eating their lunch
- Providing play activities and/or supervising free play on the playground

Experience of working with children in either a paid or voluntary setting would be an advantage. Training will be given but a genuine love of working with children is essential.

Being an MSA allows you to really get to know our school and has been the starting point for many of our teaching/classroom assistants.

Avenue Junior School is a 4 form entry Junior School located in central Norwich. We have wonderfully enthusiastic children with a stimulating and creative curriculum with a good record of academic achievement.

We are proud to have supportive staff, an active PTA and a strong Governing Body.

Please use the Educator Solutions Support Staff application form. Please return by email to Lesley Websdale, Administration Officer: [finance@avenuejunior.norfolk.sch.uk](mailto:finance@avenuejunior.norfolk.sch.uk)

Closing date for receipt of applications is: Friday 3<sup>rd</sup> July 2020 - 12 noon

*By applying for this role, you are consenting to Avenue Junior School storing your personal details in line with the new GDPR requirements.*

*The successful applicants must be prepared to undergo any further training as requested by the school. Avenue Junior is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations; therefore,*

*successful candidates will be required to complete a declaration form to establish whether disqualified under these regulations. Applicants must be prepared to undertake an Enhanced DBS check. Right to Work in the UK will need to be established. We are an equal opportunities employer*