

The Grange Junior School

Midday Childcare Assistant
Junior School



Job Description

The Role:	Midday Childcare Assistant (Junior School)
Reporting:	Midday Childcare Supervisor
Hours:	11.45am to 1.45pm, Monday to Friday, term time only
Salary:	£5,092 per annum

Job Purpose

The Opportunity

The role offered is Midday Childcare Assistant at the Junior School. This is a permanent position commencing 28th August 2025.

This role is in our Midday Team who ensure the safety, general welfare and conduct of children during the lunch period, either on the playgrounds, in the dining hall, or in the classrooms in the event of inclement weather.

Responsibilities

- Promote positive behaviour and good relationships between the children, having absolute regard to the safety and welfare of children on the school's premises.
- Promote a warm and friendly atmosphere in the dining hall at all times.
- Have a caring, patient approach to the children and be friendly but firm.
- Supervise children and monitor children's behaviour including effective intervention or referral to the appropriate member of staff.
- Engage and introduce children to play opportunities across all ages.
- Encourage good manners and collaboration between children.
- Ensure children adhere to safety rules in terms of the perimeter fences, gates and entering buildings.
- Comply with school practices and policies for the notification and recording of incidents, behavioural and first aid.
- To supervise the movement of children to and from dining areas, including any personal hygiene requirements.
- To be aware of the medical and special dietary needs of all children.
- To assist children, where necessary, with the collection of food and proper use of cutlery.
- Give a good impression of the School and maintain confidentiality when in discussion, inside or outside the School, with individuals and outside agencies.

- Attend meetings and training courses as may be required for personal and professional development.
- All staff are expected to uphold the values of the School by setting an example in attitudes, language and appearance.

The Person

Key to recruitment activity: A = Application, I = Interview

Personal qualities:	Activity
Calm and reliable	I
Creative and thoughtful	I
Empathetic to adults and children alike	A/I
Organised and punctual	A/I
Patient, resourceful and tolerant	A/I
Commitment to the safeguarding of our pupils	I
Knowledge & Experience:	
Experience of supervising children as a parent, 'family adult' or carer	A
Experience of working with groups of children on a voluntary or paid basis	A
Know how to positively manage the behaviour of individual and groups of children	I
Have knowledge and understanding of child development and social interaction; the value of constructive play opportunities	I
Initiate games and activities	
Be able to work as part of a team and individually	A/I
Inspire trust and confidence in children	I
Encourage high standards of behaviour at all time	I
Relate to children on their level	I
Liaise with other colleagues and potentially parents in a professional manner	I
Able to work in a busy and demanding environment	A/I
Observe the boundaries of the role, and respect confidential information	I
Willing to undertake training as required	I

The Process

To apply for this position please submit a letter of application for the attention of Mr B Tagg:

**The Grange School
Bradburns Lane
Hartford
Cheshire
CW8 1LU**

Applications are also accepted via e-mail to recruitment@grange.org.uk

The closing date for applications is **Wednesday 11th June at 4.00pm.**



The Grange School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a DBS check. This post is exempt from the Rehabilitation of offenders Act 1974.

The Grange School
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