



## St Mary's Church of England Primary School, Norwood Green

Executive Headteacher: Mrs R Blake

Head of School: Mrs A Nettleship

### School Meals Supervisory Assistant (SMSA)

*Temporary contract 1 Year*

**Salary:** Scale 2

**Work pattern:** Monday – Friday 11.30am-1pm

**Working hours:** 7.5 hours a week

Are you passionate about supporting children and making a difference in their school day? St Mary's a welcoming Church of England School in Southall, is seeking a dedicated and enthusiastic SMSA to join our friendly and committed staff team.

**The Role:** As an SMSA, you'll play a crucial role in ensuring that lunchtime runs smoothly and that our pupils enjoy a positive dining experience. Your responsibilities will include preparing the school hall for lunch, supervising children during their meal times, supporting their social development including behaviour management, and helping to maintain a safe and clean environment.

#### What We're Looking For:

- Enthusiasm for working with children and a genuine interest in their well-being.
- Excellent communication skills and a friendly demeanor.
- Ability to work effectively as part of a team.
- A proactive approach to problem-solving and a commitment to creating a supportive environment.

If you think this role best suits you, then please apply now by emailing [office@stmarysschoolng.org](mailto:office@stmarysschoolng.org) for an application form.

**CLOSING DATE: Friday 26<sup>th</sup> June 2024 12pm**  
**Interviews will be held in the following week.**

*The 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 an enhanced DBS check and satisfactory references.*

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