



Waddington All Saints Academy
A L.E.A.D. Academy

Candidate Information Pack

Midday Supervisor

Waddington All Saints Academy





Welcome from the Headteacher

I feel very proud to be Headteacher of Waddington All Saints Academy. Having had the privilege of working with the talented and dedicated team of staff and Governors at All Saints for over 20 years, including 10 years as Deputy Head, I know that this is such a special place to be, where everyone is valued and celebrated.

Over the years, we have managed to sustain high standards and irresistible learning opportunities for our pupils. We have been driven to achieve a big school with a small school feel, to mitigate the educational disruption for our service pupils and to enable pupils and staff alike to 'Fly High' and achieve what they did not believe was possible. The concept of 'flying high' has underpinned our ambition for our community and is a theme that links very well with our Kestrel logo and RAF connections.



Mrs. Zoe Jepson, Headteacher

About Waddington All Saints Academy

Waddington All Saints Academy serves a vibrant community including a busy village in Lincoln and a significant RAF base.

We are relentless in our 'DRIVE' for excellence, helping children reach their full potential academically, socially and emotionally. Our rich, varied curriculum includes planned visits, experiences and opportunities alongside exceptional teaching and learning. This approach develops values, key skills and knowledge to equip pupils for lifelong success.

Our dedicated staff work hard to provide irresistible learning opportunities that challenge and support every child. When you visit us, you will see ambitious, motivated children who are eager to learn. We are proud of our children's achievements and their confident, enthusiastic approach to learning.

As part of L.E.A.D. Academy Trust, we are committed to providing the highest quality education, enabling every pupil to reach their full potential.



Benefits of being part of the Trust



Annual leave

Teachers enjoy up to 13 weeks annual leave during school holidays. This is in addition to any bank holidays or statutory holidays.

Support staff benefit from an enhanced holiday allowance, starting at 26 days up to a maximum of 36 days, pro-rata for term time only staff. The allowance is dependent on the role and amount of service increasing after 5 and 10 years service.



Competitive salary

All Trust roles (except apprentices) offer a minimum hourly rate above National Living Wage, with salary progression.



Pension scheme

Teacher's Pension Scheme or LGPS, with generous minimum employer contribution of 17.4% plus life cover.



Online GP service

24/7 access to online GP consultations, providing advice, diagnosis, referrals, and ongoing support for all staff.



Flu vaccinations

Free seasonal flu vaccinations for employees who are not otherwise eligible, ensuring health and wellbeing.



CPD

Individual development plus high quality professional development through the L.E.A.D. Teaching School Hub for teachers.



Employee Assistance Programme

Free 24/7 support for employees, offering counselling and resources for emotional, financial, and legal issues.



Free eye test

Free eye test every two years for regular computer users, reimbursed through expenses to promote wellbeing.



Occupational Health

FREE services available to support employee well-being and promote a healthy work environment.



Physiotherapy services

Access to free physiotherapy to aid recovery, support physical health, and promote overall employee wellbeing.



Access to discounts

Exclusive discounts and cashback on travel shopping, insurance and utilities through the Blue Light Card, Discounts for Teachers and Teacher Perks.



Travel expenses

Business travel expenses reimbursed at the HMRC maximum mileage rate to support staff travel needs.



Midday Supervisor

| | |
|-----------------|--|
| Location: | Waddington All Saints Academy, Mere Road, Waddington, Lincoln LN5 9NX |
| Salary: | NJC 3 / Actual salary £4,258 per annum for 1.5 hours per day, term time only |
| Closing date: | Wednesday 9 th July 2025 |
| Interview date: | To be confirmed |
| Start date: | September 2025 |

Job Purpose

To supervise pupils during the lunch time period in a designated area having due regard at all times to their health, safety and welfare.

Duties and Responsibilities

- To promote acceptable standards of behaviour in compliance with laid down procedures.
- To ensure that Health & Safety requirements are adhered to and appropriate systems and procedures are introduced and maintained.
- To support in the dinner hall, clearing, wiping down and moving tables and trays.
- To implement and promote the School policies and procedures relating to all areas of employment and service delivery.
- To support the healthy eating of students.
- Undertakes random patrol duties, inside the school or within the grounds, as necessary & encourages positive play during the lunch hour.
- To follow instructions regarding lunchtime arrangements at School
- To perform all tasks in a calm and orderly manner, and where required in compliance with the relevant procedures.
- To be responsible for dealing with accidents and/or problems of discipline during lunchtime.
- Provides information for recording purposes to the Head, Teaching staff, and support staff, e.g. regarding accidents, problems of discipline, etc.
- Maintains good order and discipline amongst children and pupils, safeguarding their health and safety.
- Assists children and pupils where necessary, escorting to dining area, escorting to classrooms where 1:1 support is required.
- Undertake a First Aid Qualification.

Influencing and Managing Relationships:

- Headteacher
- External agencies, such as sports coaches and behaviour mentors
- Parents and carers
- Senior Leadership Team
- Staff

Job Description



As job descriptions cannot be exhaustive, the post-holder may be required to undertake other duties which are broadly in line with above key responsibilities.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.

At L.E.A.D we have a strong vision and four core principles, to lead, empower, achieve and drive, which you will be expected to demonstrate in your working practices.

Person specification



The person specification listed below outlines the competences, knowledge and behaviour of candidates who would be suitable for this role. The criteria below provides guidance for the appointment of new staff. (E = Essential criteria, D + Desirable criteria).

| Qualifications and Attainments | Essential criteria | Desirable criteria |
|--------------------------------|---|---|
| | <ul style="list-style-type: none">• A level of numeracy and literacy sufficient to carry out the duties of the post.• First Aid qualification or willingness to attend training.• Have attended or willing to attend Manual Handling course or equivalent. | <ul style="list-style-type: none">• N/A |
| Skills and Knowledge | Essential criteria | Desirable criteria |
| | <ul style="list-style-type: none">• Able to use own initiative• Able to work as part of a team and contribute towards its success• Able to prioritise own workload and work to deadlines• Able to exercise confidentiality when necessary• | <ul style="list-style-type: none">• N/A |
| Experience | Essential criteria | Desirable criteria |
| | <ul style="list-style-type: none">• Experience of working with children | <ul style="list-style-type: none">• N/A |
| Personal Attributes | Essential criteria | Desirable criteria |
| | <ul style="list-style-type: none">• Have good interpersonal skills to communicate with children• Have a positive attitude to personal development and training• Be able to work in ways that promote equality of opportunity, participation, diversity and responsibility | <ul style="list-style-type: none">• N/A |
| Additional Requirements | Essential criteria | Desirable criteria |
| | <ul style="list-style-type: none">• This role is subject to an enhanced DBS• Willing and able to work outdoors in inclement weather conditions, i.e., hot or cold• Able to stand and walk around school grounds for 1-2 hours daily | <ul style="list-style-type: none">• N/A |



How to apply

Closing date: Wednesday 9th July 2025

Interview date: TBC

Contact email: Debi Markham - debi.markham@waddingtonallsaintsacademy.co.uk

Contact number: 011522 820099

Please send a completed application form and covering letter explaining your interest in the role and how you meet the person specification to the email above.

Applications will be reviewed upon receipt, therefore shortlisted candidates may be contacted in advance of the closing date.

L.E.A.D. Academy Trust is committed to safeguarding and promoting the welfare of children and young people and we can expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.



About the Trust

L.E.A.D. Academy Trust was established by Diana Owen, CBE in 2011 using her considerable experience as an executive headteacher, National Leader of Education, coach and mentor.

The Trust comprises 24 primary and 3 secondary academies across the East Midlands. All academies strive to achieve the highest standards of behaviour and conduct while providing outstanding teaching and learning.

Our values

The acronym L.E.A.D. embodies the four key principles at the heart of the Trust: strong leadership at every level; empowering everyone to aim high; providing the opportunity for all to achieve and constantly driving for improvement.



Lead



Empower



Achieve



Drive

“We are determined to bring about change and improvement to educational standards in the region by appointing visionary leaders who believe in the Trust’s vision and values and are committed to making a tangible difference to the lives of children and young people.”

Diana Owen, CBE Trustee and Chief Executive of L.E.A.D. Academy Trust.



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Primary
Academies



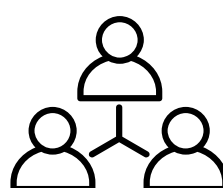
03

Secondary
Academies



05

Geographical
Regions



11,500

Pupils



1,650

Staff



Waddington All Saints Academy

A L.E.A.D. Academy

Waddington All Saints Academy

Mere Road

Waddington

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01522 820099



www.all-saints.lincs.sch.uk