

Cledford Primary and Nursery Academy

Midday Assistant

Grade 2 (£23,656.00 FTE)- hourly rate- £12.65

1.25 hours per day (12:00pm – 1:15pm) Monday-Friday Term Time Only

Cledford Primary and Nursery Academy are looking to appoint a Midday Assistant to become a valued member of their team.

We are looking for a friendly, caring person who can join our hardworking team in helping to make lunch times safe and enjoyable for our children. The ideal candidate will be highly responsible and motivated, and enjoy working within a school environment, caring for and interacting with primary age pupils. They will also have good sense of humour and a hardworking ethos.

The role includes: -

- assisting with setting up/taking down the lunchtime dining area;
- supervision of children during lunch time;
- arranging age appropriate activities on the playground or in the classes during wet playtime
- ensuring that the school's Behaviour Policy is applied effectively;
- carrying out first aid in accordance with the school's first aid procedure.

Please refer to the job description and person specification for more information on the role and responsibilities.

This will be a temporary position for 12 months in the first instance.

In return we can offer very supportive, caring team and a happy school community where respect and wellbeing are at the heart of everything we do.

The Alexandra Academy Trust is committed to safeguarding and promoting the welfare of children and expects all staff and visitors to share this commitment: this post, therefore, is subject to stringent vetting processes and an enhanced DBS check.

Application forms and further details are available from the Academy website. Please forward completed application forms to Mrs Z Holloway by e-mail (hr@alexandraacademytrust.co.uk)

Closing date: 12:00pm on Thursday 2nd October 2025

