



Midday Supervisory Assistant

Harefield Primary School



Location:	Harefield Primary School
Contract:	6.25 Hours per week / 1.25 hours per day between the hours of 11.30 and 1pm
Salary:	Between £25,614 to £26,016 per annum (actual) £3,628.00 to £3,685 per annum full time equivalent
Application deadline:	25 th September 2026 - The closing date may be brought forward depending on the number of applications received, so early applications are encouraged.
Interview Date:	TBC
Start Date:	Immediate

Harefield Primary School is a nurturing and vibrant school, serving Harefield and Bitterne, on the east side of Southampton, where the children are at the heart of all that we do.

Our values of the school – Be Aspirational, Be Safe, Be Kind - are woven through the curriculum and the wider school day, ensuring that all children are motivated, happy and secure, achieving well academically and socially.

To work at Harefield means being a crucial member of a hard-working and supportive team. We are all striving together to secure the best outcomes for all our children and to support their families throughout their primary school journey. We are working towards becoming a trauma informed school.

We are proud of our open, approachable leadership team who prioritise staff wellbeing and professional development. We understand the importance of work-life balance and strive to create a working environment that is both purposeful and positive. We invest in our team, offering opportunities for training, mentoring, and career progression.

Harefield Primary is in the Edwin Jones Partnership of Hamwic Education Trust (HET); a large, fast-paced multi-academy trust with currently 37 schools across the South Coast: Portsmouth, Southampton, Poole and Dorset.

Role Summary:

At Harefield Primary School We are looking for a **caring, enthusiastic and reliable Lunchtime Supervisor** to join our team and help ensure that our children have a happy, safe and enjoyable lunchtime.

You will play an important role in supporting pupils during lunchtime, supervising children across the dining hall, playground and other areas of the school. You will

encourage positive behaviour, promote safe and friendly play, and provide support and reassurance to children when needed.

The role includes helping children to develop good social skills and table manners, supporting children with their wellbeing, and dealing appropriately with any behaviour or welfare concerns. You will also assist with keeping the dining areas clean, tidy and safe.

We are looking for someone who **enjoys working with children, is calm and approachable, and can work effectively as part of a team**. A commitment to safeguarding, children's welfare and the school's values is essential

We are seeking a professional individual who:

- Can supervise and support children throughout the lunchtime period.
- Can encourage positive behaviour and respectful interactions.
- Always promotes safe, sociable and enjoyable play.
- Can support children in the dining hall and encourage good table manners.
- Responds appropriately to children's welfare needs.
- Supports minor first aid where appropriately trained.
- Helps to maintain a clean, safe and welcoming environment.
- Follows school safeguarding, health and safety and security procedures.
- Works positively as part of the wider school team.

This is a rewarding role where you can make a real difference to children's school experience every day.

What we offer you:

- An opportunity to be part of a collaborative team with a shared vision of excellence
- A real career path in a thriving and respected organisation
- Flexible working approach, where possible
- Excellent training and development programmes and opportunities
- Eligibility to join the Local Government Pension Scheme / Teacher Pension Scheme
- Generous holiday entitlement, increasing with length of service (support staff)
- Access to our benefits portal offering a full range of discounts available through Lifestyle Savings
- Access to wellbeing support through our Employee Assistance Programme, this includes free confidential telephone and face to face counselling for employees and family members
- Access to financial wellbeing support through a company that provides comprehensive guidance on all things mortgage related
- Eligible for a Blue Light card

About Hamwic Education Trust:

HET is fully committed to developing an outstanding workforce. We are a friendly and supportive community of professionals working hard to ensure that our schools are enabling children to grow and develop for the future.

We have talented staff working in leadership, teaching and support roles throughout our schools and committed professionals working in the Managed Services team covering education, safeguarding, HR, IT, finance and estates. This experienced team supports our schools and is responsible for the successful delivery of our multi-academy trust.

As an employer, we support our staff to grow through continuing professional development and there is a range of apprenticeships and other opportunities available throughout the Trust to extend your knowledge, skills and career prospects.

HET celebrates the uniqueness of our pupils, our staff and our schools and we aim for everyone to achieve their full potential through the pathways of opportunities available.

HET recognises that by valuing and promoting equal opportunities in employment for all employees and job applicants and avoiding unlawful discrimination in employment and delivery of services, we will be able to deliver first class education and value the differences our workforce brings to HET.

Application Procedure:

If you would like to discuss the role further, please contact Paula Burgessby emailing recruitment@hpslive.net to arrange an informal chat.

If you wish to apply for this position, please complete an application form which can be found at [Job vacancies | Careers | Hamwic Education Trust | Multi-academy Trust](#) and return to recruitment@hpslive.net

CV's will only be accepted along with a completed application form.

Please note, we may close the advert prior to the advertised closing date should we have sufficient applications. We strongly encourage prospective applicants to apply as soon as possible.

Hamwic Education Trust (HET) are committed to safeguarding and protecting the welfare of our pupils and we expect all staff and volunteers to share this commitment.

All posts are subject to a safer recruitment process which includes enhanced criminal record and barring checks, scrutiny of work and training history, robust referencing, and other vetting checks. Successful candidates will also be subject to online searches.

Our safeguarding system is underpinned by a range of policies and procedures which encourage and promote safe working practice across HET.

All HET employees are required to undergo continuous professional development to maintain safe working practices and to safeguard our pupils.