

Relief Lunchtime Assistant

Department of Education, Sport and Culture

Playing a key role in the lives of young people, Lunchtime Assistants supervise pupils throughout the lunchtime period in the dining room and in the playground. As a Lunchtime Assistant, you will be part of a student centred approach to learning that is underpinned by the Island's Essentials for Learning Curriculum statement, the aim of which is '**to inspire learners to flourish in life**'. The outcomes of which will be helping young people to be healthy, stay safe, enjoy and achieve, contribute positively, and prosper.

Responsibilities

- **Promoting** creative, safe, positive play and activities in the playground
- **Dealing** with incidents, providing first attention when required
- **Supervising** pupils on site throughout the lunchtime period
- **Taking responsibility** to encourage pupils to use good manners, eat their lunch and to safely enjoy their lunch break
- **Maintaining** safety, welfare and discipline of pupils throughout the lunchtime period under the direction of the Headteacher
- **Point of contact** between pupils and teaching staff

The Benefits

- **Pay for Lunchtime Assistants has been raised** to £12.34 per hour plus an additional 8.33% on top in respect of rolled up holiday pay, which means you will take home £13.37 per hour
- You only work when it is **convenient for you**, there is absolutely no obligation to accept any work that is offered to you
- Lunchtime Assistant work is a **fantastic opportunity to gain experience working with children** within a school environment. Many of our Relief Lunchtime Assistants have gone on to work in contracted roles as Lunchtime Assistants, School Administrators, Education Support Officers or even Teachers!
- You would be **contributing to your community** and to the future generation on the Isle of Man.



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"We get to work in a fun and friendly environment and make a difference every day!"

We spoke to Sarah who is a Relief Lunchtime Assistant to find out why she loves working in this role.

What does an average day as a Lunchtime Assistant look like?

"An average day consists of arriving at the school, speaking to the other assistants and kitchen staff about what is happening that day, checking the days menu and preparing the tables, cups, water jugs etc. We then welcome the children into the dinning hall and help them find a seat and eat their lunch should they need some assistance. Playground supervision for the duration of lunchtime is a big part of my duties, dealing with any accidents and filling in the accident book with details of any first aid given. It's obviously really important to make sure the children get back to their classrooms safely at the end of lunchtime play."

If you had 3 words to describe this job, what would you use?

"Rewarding, challenging and fun!"

What you need to succeed as a Lunchtime Assistant

- There are **no formal qualifications or experience** required to be a Relief Lunchtime Assistant
- **Good interpersonal and communication skills, ability to promote play** with children, and a **willingness to work as part of great teams** are essential for this role
- **A police check** will be carried out on you for this post, we will pay for this for you.

More Information

More details can be obtained from calling our Recruitment Team on 01624 686300.

Find out more about where a **career** in the **Isle of Man Public Service** could take you at hr.gov.im/careers.



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