



Application Pack

Lunchtime Supervisor

5 Hours Per Week

Term Time Only

An extraordinary education for every pupil



Welcome

We are delighted to introduce you to our vibrant school community, where every member plays a role in delivering extraordinary education and nurturing well-rounded, confident and successful children.

Overview

Burlish Park is a two form entry primary school located in Stourport-On-Severn which joined the Rivers MAT in 2018. We currently have 449 pupils on roll from age 3 to 11 and 79 employees.

Ethos

At Burlish Park Primary School, we embrace our mission of delivering extraordinary education, nurturing extraordinary people and shaping extraordinary futures.

Our ethos is founded on the belief that every child is capable of greatness. We take pride in creating an environment where each individual feels supported, valued and inspired to achieve their full potential. We nurture not only academic growth but also the development of social, emotional and physical wellbeing with a strong emphasis on enrichment opportunities, preparing our pupils for lifelong success.

We value innovative approaches, commitment to professional growth and an unwavering dedication to meeting the needs of every student.

Performance

In 2024, 70% of pupils achieved the combined expected standard in Reading, Writing and Maths at the end of Key Stage 2 .

Our latest Ofsted judgment: Good with Outstanding judgements for Personal Development and Leadership and Management.

Parent Feedback

Parent Questionnaire Summer Term 2024:

- 100% of parents said that their child feels safe at Burlish Park and 98% said that their child was happy at school.
- "All members of staff are wonderful"

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create **'an extraordinary education for every pupil'**.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



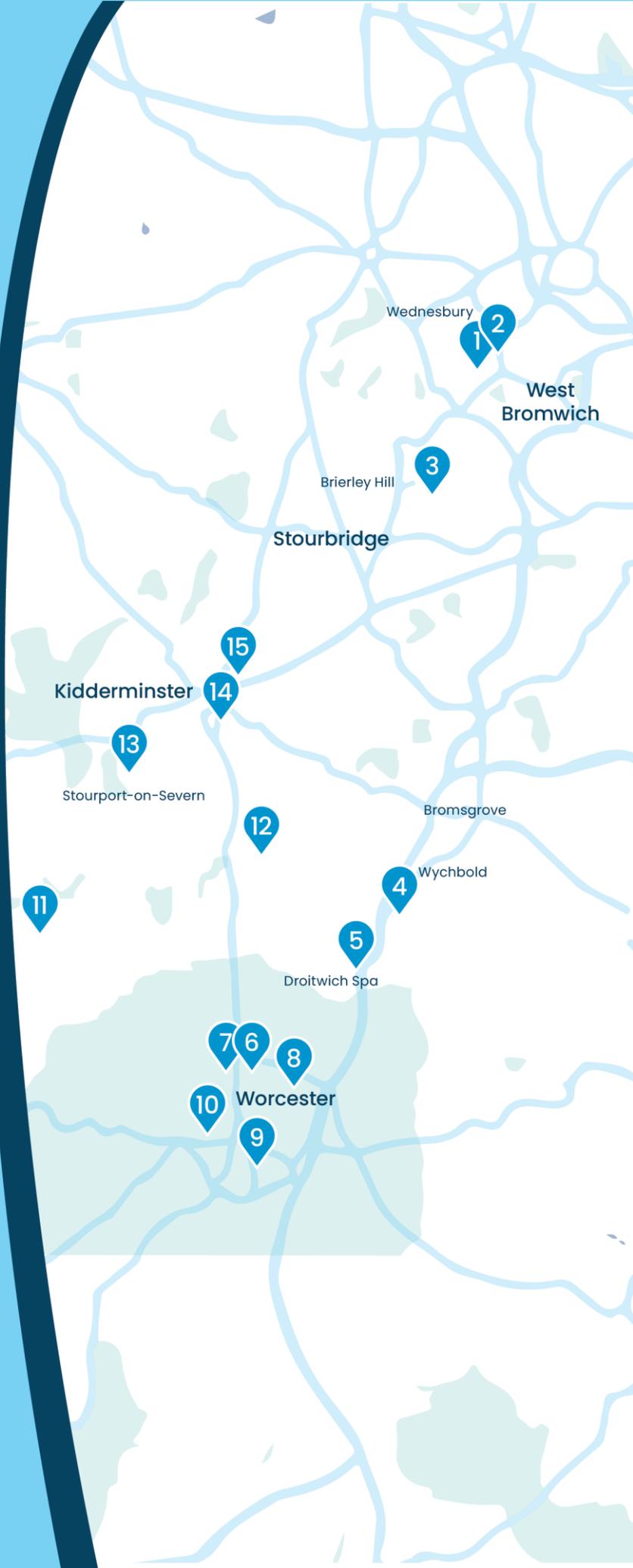
Respect



Safety

Our Schools

- 1 Summerhill Primary Academy Summerhill's Little Treasures
- 2 Jubilee Park Academy
- 3 Dudley Wood Primary School
- 4 Wychbold First and Nursery School
- 5 St Peter's Droitwich CofE Academy
- 6 North Worcester Primary Academy
- 7 Northwick Manor Primary School
- 8 Cranham Primary School
- 9 Cherry Orchard Primary School
- 10 St Clement's CofE Primary School and Pre-School
- 11 Great Witley CE Primary School
- 12 Cutnall Green CofE Primary School
- 13 Burlish Park Primary School
- 14 Heronswood Primary School
- 15 Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:

www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:

www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk



About the Role

Job Title:	Lunchtime Supervisor
Salary:	Scale 1 (Scale Point 2) – £12.65 per hour
Contract Type:	Permanent
Reporting To:	Headteacher/Deputy Headteacher/Office Manager
Location:	Burlish Park Primary School
About:	To ensure, individually or as part of a team, the welfare and safety of all children remaining within the school grounds or buildings during lunchtime.

Job Description

Main Activities:

- Promote and uphold the safeguarding and welfare of all pupils at all times.
- Supervise children during lunchtimes, indoors and outdoors, ensuring their safety and wellbeing.
- Maintain vigilance across the school premises and grounds, using initiative to monitor events and potential risks.
- Escort pupils safely to and from the dining area.
- Adhere to the school's safeguarding and behaviour policies and seek guidance from the leadership team and class teachers when required.
- Report any concerns regarding pupil welfare or safeguarding immediately to the appropriate member of staff.
- Encourage positive behaviour, healthy eating habits and good table manners.
- Implement the school's behaviour policy and report inappropriate behaviour or serious incidents to class teachers or the leadership team.
- Organise, lead and encourage suitable play activities, modelling participation where necessary.
- Value and respect the views and needs of individual pupils.
- Support pupils while they eat, ensuring tables are clean and water is available.
- Help set up and clear away the dining area before and after lunch as required.
- Clean tables and dining spaces and deal promptly with food or drink spillages.
- Undertake ancillary duties related to lunchtime organisation.
- Attend to minor accidents or injuries if first aid trained, or seek appropriate assistance.
- Complete accident reports when necessary.
- Respond appropriately to pupils who become unwell during the lunch period.
- Carry out regular checks throughout the lunch break to ensure pupil safety.
- Support the work of teaching staff and other supervisory assistants.
- Contribute to maintaining the ethos and positive environment of the school.
- Attend/complete training and development opportunities as directed.
- Maintain confidentiality at all times.
- Carry out any reasonable duties as requested by the Headteacher or Deputy Headteacher.

Person Specifications

Qualifications and Experience:

Essential:

- Basic childcare and health and safety knowledge
- Working with or caring for children of a relevant age

Desirable:

- Experience in working in a school setting
- Familiarity with school routines and behaviour management strategies.
- First Aid qualification or willingness to undertake training.

Skills and Knowledge:

Essential:

- Willingness to complete training and development
- Ability to manage and supervise children safely in indoor and outdoor environments.
- Good interpersonal and communication skills, able to engage positively with children, staff, and parents.
- Team player with a collaborative approach to supporting school staff.
- Ability to follow instructions, school policies and routines consistently.

Personal Qualities:

Essential:

- Ability to relate well to children and adults
 - Ability to work constructively as part of a team.
 - Ability to maintain a safe, calm and happy approach.
 - Ability to use own initiative.
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How to Apply

Application forms are available to download here: [Burlish Park Primary School - Vacancies](#)

Please email completed application forms to Heather Lindley office-bp@riverscofe.co.uk by Wednesday 11th February 2026
Interviews are expected to be held week commencing Monday 23rd February 2026.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.



The Rivers
C.of E. Academy Trust

Get in Touch

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[Burlish Park Primary School – Home](#)

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