



FENISCOWLES PRIMARY SCHOOL
'STRIVING FOR EXCELLENCE'



WELFARE ASSISTANT
JOB DESCRIPTION

Job Title: Welfare Assistant**Salary: Grade B (SCP 1-3)****Job Purpose**

1. To work with and supervise individuals and groups of children, under the direction / supervision of teaching / senior staff
2. To support access to dining facilities and recreational activities, inclusive of physical and general care
3. To support the school in the management of pupils at lunchtimes

Support for Pupils / Parents

1. Establish good working relationships with pupils acting as a role model and being aware of and responding appropriately to individual needs
2. To ensure that all pupils have equal access to recreational and dining activities
3. To provide support to pupils, including those with special needs, ensuring their safety and access to recreational activities and dining facilities. This may include supporting the children in intimate care
4. To encourage pupils to act independently as appropriate
5. To promote inclusion and acceptance of all pupils in recreational and dining areas by encouraging them to interact with each other and to engage in social activities

Support for Teachers / Colleagues

1. To support staff in managing pupil behaviour during recreational and dining activities in line with the school policy
2. To gather/report basic information from/to parents/carers as directed
3. To report pupil behavioural issues in agreed format
4. To prepare recreational/dining areas and equipment and assist pupils in their use

General

1. To be aware of and comply with policies relating to child protection, health and safety, confidentiality and data protection, reporting all concerns to a nominated person
2. To work as part of a team and support the role of other people in the team
3. To undertake personal development through training and other learning activities including performance management, as required