

West Lodge School

Post Title: Midday Supervisor

Post Location: 36 Station Road, Sidcup, Kent, DA15 7DU

Position Status: Fixed term for 1 year

Contractual Hours: 10 hours per week (12:00 noon – 14:00pm)

Contractual Weeks: Term time only (34 weeks per year + 28 days' annual leave during school holidays)

Salary: £8.96 per hour

Post Start Date: 7th June 2021

Closing Date: 12:00 noon 14th May 2021 Interviews: 20th May 2021 or 21st May 2021

About West Lodge School

West Lodge School is a non-selective independent preparatory school with small class sizes, a reputation for high standards and a family ethos.

For further information about the School please visit the school website: www.westlodge.org.uk

Your Opportunity

We are seeking to appoint a Midday Supervisor to join our existing team of Midday staff. The Midday Supervisor will be responsible for canteen and lunch playtime supervision.

To apply for this vacancy please click on the link 'Download Application Form' under the Downloads heading below. This will open the relevant application form which once completed may be electronically submitted by emailing to the following mail box bursar@westlodge.org.uk . Alternatively, paper applications can be sent directly to the school at the above address.

If you wish to discuss the post further, please contact Charlene Whyte (Bursar) on 07542 940661

Your Application

To apply for this vacancy please complete the application form, available to download from the downloads section below, paying particular attention to Section 4 of the form, to indicate how you satisfy the criteria set out in the Person Specification. You will also be required to complete and return a Self-Disclosure form with your application. CVs will not be accepted. Applications should be submitted via email to bursar@westlodge.org.uk. Alternatively, paper applications should be sent to West Lodge School 36 Station Road, Sidcup, Kent, DA15 7DU. The closing date for applications is as stated above.

References will be requested for those shortlisted only and prior to interview.
Only those shortlisted for interview will be contacted.

West Lodge School is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. As such, all posts are subject to a safer recruitment process, including the disclosure of criminal records and vetting checks. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across the school.

West Lodge School is committed to equality and diversity in employment practice and service delivery.