



Midday Assistant Vacancies

Closing Date: noon 3rd November 2025
Interview Date: 13th November 2025
Job Start Date: 24th November 2025
Salary: Band 1 £24,310 FTE (£5,118 Actual per annum)

We are looking to recruit two Midday Assistants to join our friendly team of staff. The hours are 8.75 hours per week, 1.45 hours per day at lunchtime, term time only. Hours 11.30 am to 1.15pm.

Your primary duty is to supervise and interact with the children in the dining areas, playgrounds and other parts of the school premises during the lunchtime period. Please see the attached job description for full details.

This school is committed to safeguarding and promoting the welfare of children, and young people, and expects all staff and volunteers to share this commitment. DBS Disclosure at Enhanced level will be required prior to any offer of employment.

If successfully shortlisted, as part of the identity checks, an online search will be conducted to identify any matters that might relate directly to the employer's legal duty to meet the safeguarding duties set out in KCSIE 2025 guidance. The search will not form part of the actual shortlisting process and any concerns as a result of this check will be discussed prior to the interview. A copy of this record will be available for you to view on the day of the interview should you wish to see it.

To request an application form and job description please contact the school office. Completed application forms should be e-mailed to April Newsham, Office Manager, admin@copnorprimary.co.uk by noon Monday 3rd November 2025.