



Queen Mary's Grammar School

Headmaster: R J Langton, M A

Canteen and Study Supervisor

Required for November 2021

Queen Mary's Grammar School, Walsall is an invigorating and rewarding place to work: the pupils are engaged and committed to study; the staff are intelligent, friendly and forward looking.

We are looking to appoint an enthusiastic, dynamic and dedicated canteen and study supervisor to join our collaborative and supportive department. The ideal candidate will be required to provide supervision of pupils within the canteen areas during break, lunchtime and sixth form private study. You will work with duty staff and liaise closely with our catering contractor, but will be expected to work with limited supervision using your own initiative.

You will ideally have experience of working within a supervision role within a school context. You are someone who has the ability to form good relationships with pupils and is able to maintain a calm manner in a busy and hectic working area and have. You are someone who is able to problem solve and act with initiative, whilst knowing when you need to refer situations to other.

If you would like more information about the role, please contact Simran Sahota (HR Executive) by emailing s-sahota@qmgs.walsall.sch.uk.

Applications should be made using the application form available from the School website at www.qmgs.sch.uk, accompanied by a supporting statement of no more than two sides of A4 in which you should set out how your experience and expertise match the requirements of the role. An applicants' information pack is also available from the School website.

Closing date: Friday 15th October 2021 – 9:00am

Interviews: W/B 18th October 2021

Queen Mary's Grammar school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment. Safeguarding and Safer Recruitment Policies can be found on our website. This position is subject to appropriate vetting procedures including a criminal record check from the Disclosure and Barring Service (formerly CRB) which will require you to disclose details of all unspent and unfiltered spent reprimands, formal warnings, cautions and convictions as part of the recruitment process.