



SMSA

Lindon Bennett School

Start date: Required to start as soon as possible
Hours: 11:50am to 1:20pm Monday to Friday
Grade: SC1a Approx Salary £5039 per Annum
Contract: Permanent, 38 weeks Term Time

As an employer we are committed to equal opportunities and promoting and protecting the physical and mental health of all our staff.

About us

Lindon Bennett School is a primary school for children with severe or profound and multiple learning difficulties, some of whom also have an additional diagnosis of autism. We cater for children from 3 to 11 years old and there are currently 192 pupils on roll across both of our sites. At Lindon Bennett we celebrate each child's unique abilities and achievements in a creative and supportive environment.

The role

We are looking to appoint a friendly, efficient and professional SMSA. To ensure the security, safety, wellbeing and care of the pupils and to promote their emotional and physical development during the lunchtime period.

The main duties include (but are not limited to):

- To monitor the behaviour of pupils discouraging in a positive way and in line with individual behaviour plans, reporting any incidents to the relevant class teacher as appropriate.
- Before pupils enter the dining hall, ensure the room is set up to meet individual pupils needs.



- To encourage all pupils to eat and to assist children with feeding, cutting up food, opening tubs, pouring water etc. where appropriate to e.g. age of child, needs of child, as necessary.
- To encourage social skills and good table manners, ensuring safety with knives and forks.
- To clean up spillages of food and to organise clearing cutlery and crockery off tables.
- Where appropriate, to collect pupils from their classroom ensuring that they are adequately dressed for the weather conditions.
- To supervise pupils and promote good behaviour on the school premises in the hall, classrooms and through corridors, during lunchtimes and in addition when children are inside because of inclement weather.
- To ensure that, when classrooms are used during the midday break because of inclement weather that the children are occupied and that the classroom is left tidy, ready for afternoon lessons.
- To take part in training appropriate to the job of midday supervisor.
- To take part in any appraisal arrangement made by the school.
- To undertake any other duties consistent with the purpose of the job.

What we offer

Good transport links
Employee Assistance Programme
Bespoke CPD programmes and pathways
Purpose built building with good facilities
Onsite parking
Complimentary tea and coffee
Local shops and amenities within walking distance

Closing date: 10 am on Monday 29th September 2025. We reserve the right to interview and appoint prior to the advert closing date. With this in mind, we encourage you to apply as soon as possible.

Application process

Thank you for your interest in this role. We look forward to receiving your application.

Applicants should read our Recruitment and Selection Policy and Safeguarding Policy before applying for any position within the Trust. All applicants who are wishing to apply for any position at our school, whether this be a teaching or support post, are required to complete an application form. CV applications, or prospective applications, are not accepted.

The application form must be completed in full, including:



- Full education and/or employment history from the age of 16, with any gaps explained
- Contact details for two referees, one of which must be from the candidate's most recent employer, and one of which must be from the most recent time the candidate worked with children (if applicable)
- Statement of application outlining your experience and why you are interested in this job.

The application form can also be downloaded from the vacancies section of the Lindon Bennett website: <https://www.lindonbennettschool.co.uk/about-us/recruitment-and-vacancies/>

Please contact Mandy Weeks-Moore for any information you need – by telephone on 0208 898 0479 or by email at mweeksmoore@lbschool.co.uk

Support

We are committed to providing a thorough induction for new staff, and will ensure that you are supported.

Commitment to safeguarding

Lindon Bennett is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to a number of pre-employment checks including ID and Right to Work in the UK, satisfactory written references and a successful Enhanced DBS check with barred list check.

All staff, volunteers and contractors have a responsibility and duty of care to safeguard and promote the welfare of pupils. Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the school's Safeguarding & Child Protection policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated.

Equal Opportunities

Lindon Bennett values diversity, inclusion and is committed to equality of opportunity for all colleagues, pupils and other stakeholders. Applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships.

