

**Ercall Wood Academy**  
**Golf Links Lane**  
**Wellington**  
**Telford**  
**Shropshire**  
**TF1 2DT**

**Lunchtime Supervisor**

**Salary Range: Scale 1 Point 3 £12.85 hour**

**Working hours: Term time 7.5 hours per week**

**Start date: April 2026**

**Contract: Permanent**

Ercall Wood Academy is looking to appoint a Lunchtime Supervisors to join our excellent team.

We are looking for caring, flexible and reliable individuals to support students at lunch time. Successful candidates must enjoy working with and relate well to young people.

Key attributes include reliability, ability to follow instructions, hardworking, flexible and work as part of a team.

**We look forward to receiving your application.**

**Closing date for applications: Tuesday 24<sup>th</sup> February at 12 noon**

**Interview: TBC**

For more information and to return completed application forms, please contact

Mrs Pauline Roden on: Tel: 01952 951410 or [pauline.roden@lct.education](mailto:pauline.roden@lct.education)

The Learning Community Trust is committed to safeguarding and promoting the welfare of children and young people. All post holders working in regulated activity with children, are required to have an enhanced DBS check (including a check on the children's barred list).

References will be required for all shortlisted candidates, prior to interview and these will be checked following the Learning Community Trust recruitment and selection process. In line with the Statutory Guidance Keeping Children Safe in Education an online check will also be undertaken for all shortlisted candidates prior to the interview. Shortlisted candidates will also be required to complete a criminal self-disclosure declaration, posts that involve working in regulated activity are exempt from the Rehabilitation of Offenders Act, please note it is a criminal offence for individuals on the barred list for children to apply for any post working with children. For more information, please refer to The MOJ's guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975, for information about which convictions must be declared

during job applications and related exceptions and further information about filtering offences can be found in the DBS filtering guide.

We are committed to equality and diversity and follow the Safer Recruitment practices as set out in the Statutory Guidance - Keeping Children Safe in Education. For more information regarding our school's commitment to safeguarding, please see our Child Protection & Safeguarding Policy.

Supporting documents:

- **Job Description/Person Specification**
- **Application Pack**
- **LCT Application Form**
- **Safeguarding Policy**

**Welcome Letter**

## JOB DESCRIPTION

Title	Lunchtime Supervisor
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### Lunchtime Supervisor Job Description

The safeguarding of the students is paramount. All staff are responsible for the safety and wellbeing of all the students in the academy.

Job Purpose
<ul style="list-style-type: none"> <li>To supervise students to ensure their safety and welfare.</li> </ul>
Major Tasks
<ul style="list-style-type: none"> <li>To supervise the students during their lunch break</li> <li>This will include all relevant indoor and outdoor areas that the students occupy during the lunch break</li> <li>To wipe down dining tables after each year group lunch break</li> </ul>
Contacts & Relationships
<ul style="list-style-type: none"> <li>To interact with the students and to pass on any relevant information regarding events during the supervision period to the line manager, support or teaching staff within the academy</li> </ul>
Creativity
<ul style="list-style-type: none"> <li>As requested by the line manager, the post holder will be required to undertake their routine duties in order to address specific requirements of the role.</li> </ul>
Decisions
<ul style="list-style-type: none"> <li>Decisions of a routine nature will be made within the duties of the role but the decision making responsibility will be the responsibility of the line manager</li> </ul>
Management & Supervision
<ul style="list-style-type: none"> <li>There is no supervisory responsibility of staff for this period they are responsible to the principal.</li> </ul>
Supervision Received
<ul style="list-style-type: none"> <li>The post holder will be managed by the Senior Leadership Team who will have responsibility for checking the post holder's work on a day to day basis</li> </ul>
Complexity
<ul style="list-style-type: none"> <li>The post holder will be required to work as part of a team but may occasionally be required to carry out a specific task as directed by the line manager.</li> </ul>
Resources

<ul style="list-style-type: none"> <li>The post holder will be dealing with confidential and sensitive information if required.</li> </ul>
<b>Impact</b>
<ul style="list-style-type: none"> <li>The role provides lunchtime supervision for the health and safety of the students in the academy over the lunchtime period.</li> </ul>
<b>Physical Demands</b>
<ul style="list-style-type: none"> <li>The role requires standing and walking outside within the academy grounds for a period of one hour and thirty five minutes each day.</li> </ul>
<b>Working Environment</b>
<ul style="list-style-type: none"> <li>The role requires working outside subject to the elements.</li> </ul>
<b>Other</b>
<ul style="list-style-type: none"> <li>The postholder will be expected carry out any other duties as are within the scope, spirit and purpose of the job, commensurate with the grade.</li> </ul>

## Person Specification

Criteria	Standard
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with students in a similar role would be beneficial</li> <li>An awareness of how to deal with students of different ages</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Have an awareness at all times of child protection issues</li> <li>Health and safety</li> <li>Have good organisational, communication and customer services skills</li> <li>Enjoy working with young people</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>The ability to work under the instruction of a senior leader within academy</li> <li>The ability to work as part of a team but also independently if required</li> <li>The ability to maintain a behaviour while students collect and eat lunch</li> </ul>
<b>Personal style &amp; behaviours</b>	<ul style="list-style-type: none"> <li>Customer focused</li> <li>Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect</li> <li>Open, honest and an active listener</li> <li>Takes responsibility and accountability</li> <li>Is committed to the provision and improvement of quality service provision</li> <li>Is adaptable to change/embraces and welcomes change.</li> <li>Acts with pace and urgency being energetic, enthusiastic and decisive</li> <li>You will be expected to attend training for your own continuous professional development</li> </ul>

# Welcome to our academy

## Ercall Wood Academy Principal: Mr Nicholas Murphy

Ercall Wood Academy is an 11-16 comprehensive secondary school located in Wellington, Telford. It was rebuilt under BSF and now occupies a fantastic modern building set in lovely grounds in a great location near the Ercall and Wrekin Hills, which are local landmarks.

The academy is currently over-subscribed on its PAN of 900 with numbers for September being extremely positive. The majority of students live within the catchment and the intake is diverse but broadly comprehensive but with an above national percentage of SEND students with EHCPs.



### The Vision of EWA:

Ercall Wood Academy promotes and expects to have high aspirations for all our students. 'All students' truly meaning all students regardless of ability, gender, race and background. The staff strive to empower our whole community with the knowledge, skills and habits necessary to make a positive difference to the community and the wider world.

Ercall is built on a culture of respect; respect for oneself, for others and for the environment. The academy has clear routines and responses to positive and negative behaviour, creating a safe, purposeful learning environment for all.

The Academy believes in the potential of all our students and their ability to achieve and be successful. We want our students to share the same high aspirations whether it is through academic success, sporting prowess or excellence in the arts.

### The Values of the Academy are:

**Empower:** We strive to empower our whole community with the knowledge, skills and habits necessary to make a positive difference to the community and the wider world.

**Respect:** Excellence is built on a culture of respect. Respect for oneself, for others and for the environment.

**Aspire:** High aspirations by all, for all. 'All' truly means all regardless of ability, gender, race and background.

To deliver the vision and values, the senior leadership is a talented and passionate team that are experienced within their clear roles and responsibilities. Within the recent inspection, Ofsted repeatedly commented on the strength of both the senior and middle leadership of the academy.

Our students are quite simply amazing and the heartbeat of our school and represent the successful embodiment of the values. The relationships between staff and students are a strength, with behaviour management strategies embedded into daily practice. Attendance is above national and fixed term suspensions have reduced rapidly highlighting the positive culture created at Ercall Wood Academy.

The curriculum has been fully reviewed and rewritten over the last two years and the impact of this work is evident in day-to-day practices. In 2022, Ercall Wood Academy achieved its best-ever GCSE results. The academy is proud to be placed in the top three best performing comprehensives in Telford & Wrekin in terms of progress 8. This had shown a real improvement with a swing of 0.45 making us the most improved school within the authority. Results for 2023 are forecast to be in line with last year tracking at the same progress rate.

The school's most recent inspection graded the school "Good" across all areas. All at the academy are extremely proud of the achievement and continue to work diligently to drive the academy onwards. Particular highlights from the inspection report include "Pupils are happy at the school, they feel safe and know that staff are willing to support them whenever they need help." And "The curriculum is broad and ambitious for all pupils. High expectations are evident across all subjects." As leaders we feel these quotes highlight our commitment to ensuring high quality learning experience for all pupils whilst ensuring students are happy and safe in an environment where all can thrive.

You will join a Trust steeped in a culture of wanting the very best for our children and which is very ambitious for its schools. We support and challenge our leaders within an environment of working collaboratively, sharing best practice and focusing on creative and innovative practice that provides our children with a great education and prepares them for the next steps in their lives.

If this challenge is of interest to you, and you have the skills, qualities and commitment required to take the school forward, we very much look forward to hearing from you.



**Lunchtime Supervisor**

**7.5 hours per week Term time only**

**Permanent**

**Scale 1 Point 3**

**Start date: April 2026**





## Welcome to Ercall Wood Academy

Ercall Wood Academy is on an exciting journey to excellence. We are built on the mantra of 'doing the simple things exceptionally well' through our traditional principle of expert teachers delivering a knowledge-rich curriculum.

Due to an increasing demand for admission places, you would be joining us to support the expansion of our curriculum.

The academy is a proud member of the highly successful Learning Community Trust and is situated in Wellington, Telford, which has excellent transport links with easy access to the M54 motorway.

This is a fantastic opportunity for you to be part of our drive to position Ercall Wood as a lead academy within the region and beyond.

**Mr N Murphy**  
**Principal**





## Vision

At Ercall Wood Academy, we promote and expect to have high aspirations for all our students. 'All students' truly means all students regardless of ability, gender, race and background.

We strive to empower our whole community with the knowledge, skills and habits necessary to make a positive difference to the community and the wider world.

Ercall Wood Academy is built on a culture of respect; respect for oneself, for others and for the environment. The academy has clear routines and responses to positive and negative behaviour, creating a safe, purposeful learning environment for all. We are traditional in our view that the teachers are the experts in the classroom and should be respected as such. Our teachers hold the key to unlocking the potential of our young people through the delivery of a high-quality curriculum built on key knowledge and skills.

We believe in the potential of all our students and their ability to achieve and be successful. We want our students to share the same high aspirations whether it is through academic success, sporting prowess or excellence in the arts. There are no limits to what can be achieved with hard work, resilience and determination.

## Values

**Empower:** We strive to empower our whole community with the knowledge, skills and habits necessary to make a positive difference to the community and the wider world.

**Respect:** Excellence is built on a culture of respect. Respect for oneself, for others and for the environment.

**Aspire:** High aspirations by all, for all. 'All' truly means all regardless of ability, gender, race and background.





## **Teaching at Ercall Wood Academy**

- Do you want to work in an academy where teachers are respected as the expert?

Teachers at Ercall Wood Academy are valued as the experts in the classroom. Underpinning all pedagogy is a strong understanding of the essential subject knowledge. We use Barak Rosenshine's Principles of Instruction as a pedagogical guide and empower our departments to choose how best to deliver the curriculum to maximise students' learning. Departments meet weekly to review curriculum delivery and develop shared resources. This enables teachers to direct their time towards developing the instruction to explicitly meet the needs of their learners.

## **Professional Learning at Ercall Wood Academy**

- Do you want to work in an academy that prioritises professional learning for staff?

Professional learning is at the heart of our drive to achieve excellence. The academy believes in embedding a culture of continuous professional learning for all and therefore we invest heavily in the development of our staff. Every teacher has a dedicated, personal coaching session as part of our innovative coaching programme. This will enable teachers to develop their practice in a supportive environment through high quality feedback from their coach.

A dedicated professional learning hub in the academy provides a fully resourced space for staff to develop and share great practice.

There is a particular focus on providing those in the early stages of their careers with additional support and guidance needed to be expert teachers. We take our role in developing the next generation of teachers very seriously and have an extensive training programme in place.



### **Student culture at Ercall Wood Academy**

- Do you want to work in an academy that has a very clear approach to addressing student behaviour?

We encourage a positive, calm and purposeful atmosphere where everyone feels safe, students can learn to the best of their abilities and everyone feels valued and treats others with respect. We empower young people to take responsibility for their behaviour and celebrate high standards in learning and behaviour. Any disruption to learning is discouraged and sanctioned through a straightforward, centralised sanction system. This allows teachers to deliver high quality lessons and fosters an environment where all members of the academy treat each other with respect.

### **Workload at Ercall Wood Academy**

- Do you want to work in an academy that takes workload seriously?

To enable expert teachers to teach and leaders to lead, we have streamlined our systems and processes to ensure staff can focus on what matters most: our students.

We believe in 'doing the simple things exceptionally well'. We have a clear understanding of the direction of the academy and what we need to do to get there. Excellence is achieved by building great habits over a sustained period of time.

For further information, please visit our website or email [pauline.roden@lct.education](mailto:pauline.roden@lct.education)