





RANGE HIGH SCHOOL

RECRUITMENT PACK

Southport Learning Trust

LUNCHTIME SUPERVISOR

WHY JOIN SOUTHPORT LEARNING TRUST?

Southport Learning Trust is an inspirational multi academy trust that stands at the forefront of educational excellence and community engagement. Southport Learning Trust is one of the largest employers in Southport and surrounding areas thanks to our collaboration of schools which include ***Birkdale High, Greenbank High, Meols Cop High, Range High School, Stanley High, Maghull High, Merefield School, Kew Woods Primary and Bedford Primary School***.

WATCH VIDEO

Each of our schools are unique beacons of aspiration in their communities, our connectivity as a Trust makes us even stronger.

The trust is the heartbeat of the local community and its network spans over 6,700 pupils and over 800 employees. Southport Learning Trust is built on its four pillars which enables students to have access to the highest quality of education.

Southport Learning Trust

Academic Excellence

Focus directly on school improvement. We are aware of the exceptional practitioners we have in the schools across the Trust. Utilising an Implementation plan focus we will liberate colleagues to prioritise collaboration as a catalyst to sustainable improvement.

Professional Development

'Professional Improvement is school improvement'. Creating cultures across our family of schools in which professional development is central, will ensure that we are investing in the area that research tells us has the biggest impact on student progress.

Inclusive Education

Our family of schools are all committed to inclusive education that is ambitious for all. We are driven to remove all barriers for our children and ensure they have equity in access to all areas of our curriculums and wider school life.

Realising Aspirations

Committed to not only raising the aspirations of our students but importantly ensuring those aspirations are realised. Working in true partnership with our communities we will ensure our students are visionary thinkers, ambitious innovators and pioneers of the future.

EMPOWERING OUR COMMUNITIES TO POSITIVELY IMPACT THE WORLD

EMPLOYEE BENEFITS INCLUDE:

Continuous Professional Development and Learning:
At Southport Learning Trust, continuous professional development (CPD) and learning are integral to enhancing a culture of growth and excellence. We will support your career aspirations and support you to thrive in your role.

Generous Pension:
Employees benefit from a generous pension scheme, with Southport Learning Trust offering a competitive contribution, ensuring that staff are well-supported in planning for their retirement. We are part of the Teachers' Pension Scheme for teaching staff and Merseyside Pension Fund for support staff.

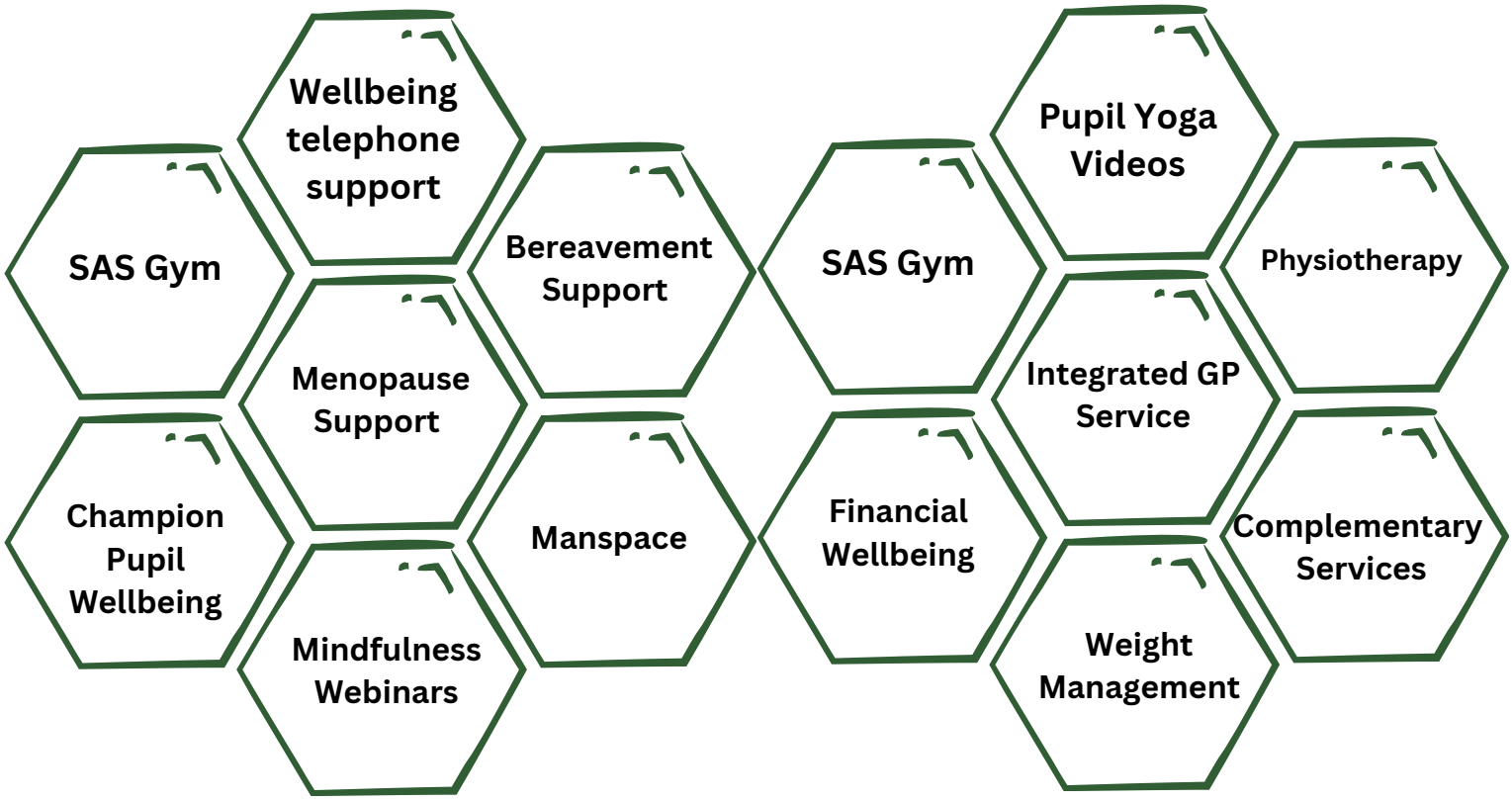
Cycle to work scheme:
At Southport Learning Trust, the Cycle to Work Scheme offers employees a fantastic opportunity to promote healthier lifestyles while saving money. Through the scheme, staff can purchase a bike and cycling equipment tax-free, making it more affordable to commute to work sustainably.

Collaborative Working:
Collaborative working is at the heart of its culture, offering employees the opportunity to thrive in a supportive, team-oriented environment. By working together across schools and departments, staff can share expertise, best practices, and innovative ideas, enhancing both personal and professional development.

School Wellbeing

LEARN MORE

As a trust, we buy in an employee assistance programme 'School Wellbeing' (SAS. This programme gives all employees access to an array of wellbeing support, which includes



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ABOUT US

Welcome to Range High School, part of the Southport Learning Trust.

Range High School is a school where children flourish. We challenge all pupils in our school to excel academically and creatively. We have an excellent record for examination success and progress at all levels and our pupils are extremely well prepared for the next step in their education.

We are now recruiting for a lunchtime supervisor who will help maintain our dining room during lunchtime. Working as part of a team, duties will include; the supervision of students using the dining and packed lunch areas during lunchtime – 12:00 to 13:30 and maintaining the cleanliness of these areas whilst students enjoy their food.

Personal development is supported by a long established Pastoral Care system. We pride ourselves on our supportive environment where our pupils develop a sense of security and identity, and where they can contribute to both our school and the wider community. We encourage our pupils to make a difference in whatever they do.

Our school is highly inclusive with a long track record of supporting pupils with varied needs. We strive to create and maintain an environment where all pupils achieve to the very best of their ability. Please take the time to speak to our young people, they really are the best ambassadors for Range, I am certain they will be happy to talk to you about all aspects of their educational experience.

Range High School is part of the Southport Learning Trust, which currently includes Greenbank High School, Stanley High School, Birkdale High School, Meols Cop High School, Merefield School, Range High School, Bedford Primary School and Kew Woods Primary School.

Our Trust welcomes teachers who are enthusiastic, energetic, and dedicated individuals with a talent for working with young people and a love of education. We are seeking colleagues who can build robust and effective relationships with staff, parents, students, and the wider community in order to further the ethos of the Trust.

Interested applicants are strongly encouraged to visit us, meet our team and most importantly, meet our fabulous students. To organise a tour ahead of application, please contact Marie Martin at mem@range.sefton.sch.uk



Amanda Ryan
Headteacher



APPLICATIONS

***CONTRACT*: 7.5 hours per week (12:00 to 13:30), Term Time only**

CLOSING DATE:* *20th November 2026, Midday

***INTERVIEW DATE:* To be confirmed**

***START DATE*: 4th January 2027**

***GRADE*: SCP 3 (Actual Salary - £4,524.28)**

The Trust is required under law and guidance to check the criminal background of all employees. Decisions to appoint will be subject to consideration of an Enhanced Disclosure, including a Barred List check from the Disclosure and Barring Service. Because of the nature of the work for which you are applying this post is except from the rehabilitation of offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013 and 2020).

Successful applicants will be required to complete a confidential medical questionnaire and may be required to undergo a medical examination.

The Trust may carry out an online search on shortlisted candidates as part of our due diligence and in line with Keeping Children Safe in Education. This may help identify incidents or issues that have happened and are publicly available online, which we may wish to explore with you at interview.

Prospective candidates are encouraged to submit their applications at the earliest opportunity. All applications must be completed online via the designated application portal. Please note that paper applications will not be accepted .

Applicants should select the **"Apply Now"** option and ensure that the online application form is completed in full. It is essential that all details are accurate and that all required declarations are appropriately signed.

Candidates are required to complete a supporting statement within the online application form. This statement should clearly and concisely outline your relevant experience, the contributions you can make to the role, and any particular strengths or areas of expertise you wish to highlight. The supporting statement must be tailored to the specific post and should be a minimum of 1,000 words.

Please ensure that your employment history is fully accounted for, with no unexplained gaps in your career timeline.

You must provide the details of two professional referees. One referee must be your current or most recent employer, where applicable. If you are currently employed within a school setting, one of your referees must be your Headteacher.

CVs will not be considered

PERSON SPECIFICATION

Skills, experience and professional qualities and knowledge
(to be addressed in your letter of application and followed up at interview)
A = Application, I = Interview

Personal Attributes Required	Essential (E) or Desirable (D)	Stage Identified
QUALIFICATIONS/TRAINING		
• First Aid Qualification	D	A
EXPERIENCE		
• Experience of working in a school environment	D	A
• Experience of working with children of secondary age	D	A/I
• Previous experience working as a Lunchtime Supervisor	D	A/I
SKILLS/KNOWLEDGE/APTITUDES		
• Excellent interpersonal skills	E	A/I
• Ability to work using initiative	E	A/I
• Ability to work as part of an effective team	E	A/I
• Ability to be flexible	E	A/I
• Good verbal communicator	E	A/I
SPECIAL REQUIREMENTS		
• Commitment to working in partnership with staff, students, parents, governors and the wider community	E	I
• Commitment to equal opportunities	E	I

JOB DESCRIPTION

We are committed to promoting the safeguarding and welfare of children and young people and expect staff all staff and volunteers to share this commitment.

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JOB PURPOSE

- To support and contribute towards the smooth, efficient and safe running of the school by providing supervision for all pupils on the school premises during the lunch time period.

MAIN DUTIES

- Supervision of all pupils in the area in which they eat their lunch.
- Assist and supervise the clearing away and tidying of the school's eating areas.
- Supervise pupils during lunch being especially vigilant as to the health, safety and security of the students within their care and in accordance with the school's behaviour policy.
- Ensure reasonable behaviour and safe conduct of pupils by maintaining good order and discipline, dealing as appropriate with incidents of disorder ensuring that any disruption is minimised. Report any incidents of concern to a member of the school's Leadership Team.
- Attend courses/training sessions in order to support individual professional development and the development of the school.
- Carry out any other duties commensurate with the grade and scale of the post

KEY SKILLS AND COMPETENCIES

- Confidence in dealing with young people, maintaining discipline and motivation.
- Ability to relate well to pupils and adults.
- Work constructively as part of a team.
- Experience of working with or caring for pupils of relevant age



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