



Respect - Determination - Cooperation - Equality - Honesty - Kindness

Headteacher: Ms S. Smith

Deputy Headteachers: Mrs L. Palmer-Dunn & Miss C. Coulston

School Meals Supervisory Assistant (SMSA)

Location: Beavers Community Primary School, London Borough of Hounslow
Contract: Term-time only / 38 weeks
Hours: 5 per week (Monday-Friday, 1 hour per day)
Pay: £1,600 per annum

About Us

We are a friendly, supportive, and forward-thinking Rights Respecting and Values School with three forms of entry. Located in the London Borough of Hounslow, our school is easily accessible by London Underground, local bus routes, and free street parking.

As a vibrant, multicultural school at the heart of our community, we are proud of our extensive facilities, including a Sports Lodge, Multi-Use Games Area, football pitches, playgroup, and adult education centre.

About the Role

We are seeking a caring, proactive, and reliable School Meals Supervisory Assistant (SMSA) to join our friendly and supportive team. This is a key role in ensuring the health, safety, and wellbeing of pupils during lunchtime, both in the dining hall and playground.

As an SMSA, you will help create a calm, positive lunchtime environment, encourage good behaviour, and actively engage with pupils to support their physical and emotional wellbeing.

What You'll Do

- Supervise pupils during lunch in the dining hall, playground, and school premises.
- Organise seating, queues, and entry/exit to maintain order.
- Encourage and assist pupils with eating, including those with special dietary needs.
- Promote positive behaviour in line with school policies.
- Act as a play leader, joining in games and activities.
- Monitor pupil wellbeing and provide emotional support when needed.
- Respond appropriately to accidents or incidents, following school procedures.
- Support indoor "wet play" when outdoor play is not possible.
- Be a positive role model for pupils and colleagues.

Beavers Community Primary School, Arundel Road, Hounslow, TW4 6HR

Telephone: 020 8570 9347

office@beavers.hounslow.sch.uk ~ www.beaversprimaryschool.co.uk

What We Offer

- A welcoming, multicultural school community.
- Supportive colleagues and leadership team.
- Opportunities for training and professional development.
- The chance to make a real difference to children's daily school experience.

Interested? If you are enthusiastic about supporting children and want to play a vital role in their school day, we'd love to hear from you. Please send the completed application form and personal statement to office@beavers.hounslow.sch.uk

Please Note: Due to the high volume of applications, we regret that we are unable to respond individually to all applicants. If you have not heard from us within four weeks of the closing date, please assume that, on this occasion, your application has not been successful.

Candidates who are shortlisted will be contacted by telephone, and references will be requested prior to interview.

Please be aware that the school is unable to accept CVs; applications must be submitted using the official application form.

Safeguarding and Equal Opportunities Statement

Beavers Community Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All postholders are subject to an enhanced Disclosure and Barring Service (DBS) check, references, and verification of qualifications and professional status.

We are proud to be an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive environment for all employees and pupils. We welcome applications from all sections of the community, regardless of age, disability, gender identity, marital status, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.