



# VACANCY

<b>Job Title</b>	<b>Lunchtime Supervisor</b>
<b>Subject / Key Stage</b>	Nursery – Year 4 (EY / KS1 / KS2)
<b>Grade</b>	2
<b>Salary</b>	£12.85 per hour
<b>School</b>	Birches First School

<b>Contract Type</b>	Permanent	x	Temporary		Fixed Term		Casual	
End date and reason if Temporary or Fixed Term including reason for vacancy. (Maternity cover, pupil funding, project)								

<b>Hours of Work</b>	Full Time Support		Full Time Teaching		Part Time	x	Term Time Only	x
<b>Working hours per week</b>	Monday – Friday 11:50am – 1:05pm 1.25 hours per day 6.25 hours per week							
<b>Interview date</b>	TBA – advised by email / telephone call on 22 <sup>nd</sup> September 2025							

**Please see Job description attached for duties.**



<b>How to apply:</b>	Please send completed application forms and recruitment Monitoring forms to:	<a href="mailto:Birches-office@cmat.academy">Birches-office@cmat.academy</a>
<b>Contact:</b>	To arrange a visit to school or for further information please call the School office:	<b>01902 297910</b>
<b>Closing:</b>	Closing date:	<b>22<sup>nd</sup> September 2025 @ 9am</b>
<b>Notice:</b>	Successful candidates will be invited to attend an interview by:	<b>22<sup>nd</sup> September 2025 @ 5pm</b>

**Birches First School**  
 Birches Avenue  
 Codsall  
 WV82JG  
 01902 297910

Headteacher:  
 Miss S Varricchione




**Codsall Middle School**  
 Wolverhampton Road  
 Codsall  
 WV81PB  
 01902 843177

Headteacher:  
 Mrs K Reade



**St Nicholas First School**  
 Belvide Gardens  
 Codsall  
 WV81AN  
 01902 842998

Headteacher / CEO:  
 Miss J Parker



The applicant will be required to apply for an enhanced DBS certificate. As the post will involve regulated activity with children, it is a criminal offence to apply for this post if you are included on the children's barred list held by the DBS. Amendments to the Exceptions Order 1975 (2013 & 2020) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be considered. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website.

Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

*Codsall Multi Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.*