FLAMSTEAD END SCHOOL

Courage, Curiosity and Compassion



Midday Supervisor Assistant

Required As Soon As Possible

generations MULTI ACADEMY TRUST

Midday Supervisor Assistant Lead Overview

We are seeking to appoint a Midday Lunchtime Supervisor to join our friendly dedicated school.

You will be required to supervise students at lunchtime in areas.

You will work with an experienced MSA supporting the health, welfare and safety of Flamstead End Primary School

The successful candidate will have the opportunity to gain access to an exclusive range of benefits

including discounted use of the gym at Goffs Academy, priority admission given to your child after 2 years' service, and a fantastic cash incentive employer referral scheme.

Please contact the HR department on 01992 624375, or by email at recruitment@generationsmat.herts.sch.uk **for further details.**

Closing date for applications: ***16th November 2026***

Interviews will be held: ***18th November 2026***

Previous applicants need not apply.

Generations Multi Academy Trust is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the school's website.

Welcome from Alison Sawkins, Principal

Thank you for your interest in joining Flamstead End School. As Principal, I am both delighted and proud to lead such a vibrant and welcoming school community. We are passionate about providing the very best opportunities for our children, and we are always looking for dedicated professionals who share our commitment to excellence.

Flamstead End is a thriving two-form entry school in Cheshunt, with approximately 490 children across our preschool, nursery, and primary phases. Our experienced and supportive staff have high expectations for both behaviour and outcomes, fostering an environment where children feel safe, valued, and inspired to achieve their full potential.

At the heart of everything we do are our core values: Courage, Curiosity, and Compassion. We encourage our children to take risks in their learning, to be inquisitive and ask questions, and to treat one another with kindness and respect. These values are not just for our sstudents—they shape the way we work together as a staff team, too.

We have high expectations of both our children and our staff. Just as we challenge and nurture our students, we are committed to supporting the professional growth of our team. We believe that great teachers never stop learning, and we actively encourage innovation, collaboration, and professional development.

Flamstead End is a school where children thrive both academically and emotionally. We know that happy, confident children are the best learners, and we take pride in fostering a warm, inclusive environment where every child is supported to succeed.

If you are enthusiastic, motivated, and passionate about making a difference, we would love to hear from you. We are looking for individuals who will bring energy, creativity, and a commitment to excellence to our school. In return, we offer a welcoming and collaborative team, fantastic children, and a school community that values and invests in its staff.

We look forward to meeting you and hopefully welcoming you to our Flamstead End family.



Alison Sawkins
Principal

Job Description

Job Title	**Midday Supervisor Assistant**
Salary/Grade:	H2 Actual Salary - £3,502.34 - £3,613.50
Location	Flamstead End Primary School
Hours	6.25 Hours Per Week 12:00pm – 13:15pm
Reporting to	Alison Sawkins
Role Purpose	To ensure the safety and wellbeing of pupils during the lunch period
Main Tasks & Responsibiliites	• Prepare the layout of the tables in preparation for lunch including laying up tables. • Supervise the pupils when they are in the dining room eating lunch, encouraging good social skills and manners • Clear up the dining room after the lunch break including clearing any food and wrapping left on the tables, wiping the tables and chairs, and sweeping the floor. • Supervise activities and maintain the health, safety, welfare, good conduct and safeguarding of pupils during the midday break, having regard to special or additional needs. • Setting out and storing equipment • Operate tills and take money / vouchers as meal payment • Encourage pupils to select and eat healthy balanced meals • Provide a safe environment for pupils to play/socialize outside • Encourage children to be resilient and independent and follow the values of their school • Ensure the behavior system is followed and deal with incidents accordingly. Report to senior staff in line with the school's policy • Provide first aid during the lunch period as required

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Governors to reflect or anticipate changes in the job which are commensurate with the salary and job title.







Information about Flamstead End School

Information about Flamsted End School and the Generations Multi Academy Trust

Flamstead End School is a successful, two-form entry primary school with approximately 490 students on roll. Our provision includes a preschool, a 60-place nursery offering 30 hours of care, and two classes per year group from Reception through to Year 6.

We are proud to be a Herts Therapeutic Thinking school, which means we prioritise understanding and supporting children's behaviour so that they are best placed to succeed both socially and academically. We foster a warm, inclusive environment where high expectations and strong relationships create the foundation for excellent learning.

As you walk through our school, you will see happy, engaged children who are welcoming, polite, and well-behaved. In the words of our most recent Ofsted report, "Pupils are happy and feel safe. They enjoy their learning and are proud to be part of the school."

Our staff team is both experienced and dedicated, with strong relationships built on mutual respect and support. Staff go "over and above" for one another and for the children in their care. Morale is very high, and we enjoy an exceptionally low staff turnover.

We also benefit from a very active and supportive PTA (Parent Teacher Association), which plays a vital role in school life by organising events, raising funds, and strengthening the school community.

"Leaders have created a positive and ambitious culture where staff feel valued and supported." (Ofsted, 2024)

At Flamstead End, we aim for excellence in both behaviour and academic outcomes. We are a school that children, families, and staff are proud to be part of.

Professional Working and Learning Environment

Flamstead End School is committed to the continued professional development and wellbeing of its staff. We firmly believe that all teachers are leaders, and we provide opportunities for staff to lead on subject areas, supported with time, training, and mentorship.

Staff are encouraged to undertake National Professional Qualifications (NPQs) and engage in relevant CPD that not only enhances their leadership skills but benefits the whole school community. We also support staff to complete apprenticeships up to Level 7, providing a valuable pathway for career progression and further qualifications.

We value a coaching approach to professional development and actively promote reflective practice and collaboration. Staff benefit from working professionally with other schools in the area, sharing expertise and gaining insights into best practice beyond our own setting.

We place a strong emphasis on tailored professional learning and ensure staff receive the support they need to meet the diverse needs of their students. INSET days are carefully planned to address whole-school priorities and often feature high-quality external speakers.

Regular staff surveys help us monitor wellbeing and workload, and wherever possible, we take action to support our team both mentally and physically. Our aim is simple: to empower our staff to be the very best they can be—for themselves and for the children in their care.



Outcomes

Flamstead End School consistently delivers outcomes that are significantly above the national average. The school continues to achieve outstanding results across all statutory assessments, with the 2026 outcomes being particularly impressive.

Key highlights from the 2026 outcomes include:

- **Early Years Foundation Stage (EYFS):** **75% of students achieved a Good Level of Development (GLD), maintaining performance above the national average.**
- **Phonics Screening Check:** **Excellent Phonics outcomes were achieved, with 83% of students passing the screening check in Year 1 and 93% by the end of Year 2.**
- **Multiplication Tables Check:** **Impressively, almost half of the cohort (48%) achieved full marks, while the cohort as a whole achieved an average score of 22.4 marks out of 25.**
- **Key Stage 2 SATs:** **Very positive progress scores were achieved across Reading, Writing and Maths. Attainment at the higher standard remains a significant strength of the school, with 21% of students achieving the higher standard in the Reading, Writing and Maths combined measure, almost 3 times the national average. Writing continues to be a particular strength, with 31% of students achieving the higher standard. Notably, the school has once again bucked the national trend of lower attainment in Writing compared with the other core subjects, with higher standard outcomes in Writing remaining almost three times the national average.**

Community, Care, Guidance and Support

Flamstead End is a caring and inclusive school where community and wellbeing are central to everything we do.

We work closely with families and believe that the best outcomes are achieved through strong home–school partnerships. Parents and carers are invited to share in their child's school life at every opportunity, from celebrations and performances to workshops and community events.

We employ a full-time Pupil Support Worker who provides vital pastoral support to children and families. We also have trained Mental Health First Aiders on the staff, and we prioritise the mental health and wellbeing of all members of our school community.

Staff wellbeing is a core focus: we regularly survey staff to gather feedback, we actively respond to workload concerns, and we cultivate a professional culture of support and appreciation. As a result, staff morale is high and retention is strong.

Children are supported to become confident and responsible members of the school and wider community. Our School Council enables broad pupil participation and leadership, while opportunities such as becoming anti-bullying ambassadors, wellbeing ambassadors, or playground buddies give pupils a meaningful voice.

We also place a strong emphasis on enrichment. Every class accesses at least two enrichment opportunities per term, which might include local visits, guest speakers, or workshops that extend learning beyond the classroom. Our Year 6 residential is a highlight of the year, where children engage in adventurous, team-building activities.

Recognition and celebration are an important part of school life. Our core values—Compassion, Curiosity, and Courage—are embedded in all that we do. Every week, children are celebrated for living out these values, with recognition in assemblies and messages sent home to parents.

At Flamstead End, every child and every adult is known, valued, and supported to thrive.







Information about Generations Multi Academy Trust

Information about the Generations Multi Academy Trust (GMAT)

GMAT is a cross-phase Multi Academy Trust based in Cheshunt, currently comprising two secondaries and two primaries - Goffs Academy, Goffs-Churchgate Academy, Flamstead End School and Oakview Primary School. Across the piece, GMAT currently has just under 3,000 students in its care and employs just under 400 staff. The MAT also operates nursery provision on the Goffs-Churchgate site, with subsidised and term-time only places for staff, run by Ashbourne Nurseries https://ashbournedaynurseries.com/

All of the schools are situated within close proximity of each other in Cheshunt, and share many activities, including CPD for staff. One of the Trust's fundamental principles is that no one school or phase is in any way more important or successful than the other. As such, CPD and other events are rotated through all schools in the Trust, with everyone learning from and sharing with each other. This collegiate and collaborative approach permeates our Trust.

The MAT's finances are overseen by a highly skilled Chief Finance Officer with considerable financial expertise in the private sector, plus a highly experienced Finance Manager.

The Trust deliberately created an innovative Income Generation function, and extensive lettings and business development work now takes place across all sites in the MAT.

This additional income – now yielding around £600k per annum – underpins generous levels of staffing at both schools, plus many "extras" that would otherwise be unaffordable in the current funding climate.

GMAT is a fully centralised MAT, with all of our schools able to access dedicated, expert advice and support from centralised functions in HR, Finance, Income Generation, Data/Business Analysis, ICT and Estates.

The MAT is extremely clear about its daily purpose, reflected in its motto of "no set destiny for any child." All of our schools, leaders and staff believe fiercely in the life-changing nature of education and work tirelessly to that end, day in and day out. There is no set destiny for any of the children in our care; rather, we are each very clear that our daily work across the piece allows children to forge new futures and destinies.

Schools within Generations Multi Academy Trust (GMAT)

Flamstead End School

Flamstead End School is a thriving primary school with approximately 485 children on roll. It has a preschool, a 60-place nursery offering 30 hours provision, and two classes per year group from Reception to Year 6. Flamstead End is also a ' Herts Therapeutic Thinking' school, and seeks to understand and support children's behaviour so that they are able to learn and achieve to the best of their ability.

Goffs Academy

Goffs Academy is a mixed 11-18 comprehensive academy with approximately 1,600 students on roll, including a thriving and successful sixth form. The school is also extremely popular in the local area, with an average of over 800 applications annually for the 240 places available, and significant waiting lists for places across the year groups.

Goffs-Churchgate Academy

Goffs-Churchgate Academy is a fully mixed 11-16 comprehensive school, with approximately 600 students on roll. The school has rightly established a very strong reputation for both its academic outcomes and its close-knit, nurturing community, receiving an average of over 600 applications for just 120 available places. The decision to cap student numbers at 600 is entirely deliberate, enabling us to maintain a strong sense of community where everybody knows everybody else.

Oakview Primary School

Oakview Primary School is a one-form entry warm and welcoming primary school with currently approximately 170 children on roll. In September 2025, Andrews Lane Primary was relaunched as Oakview Primary, marking the beginning of a significant transformation under the leadership of the Generations Multi Academy Trust. This was far more than a rebrand. The change of name signaled a new identity, reflecting the ambition to deliver a higher quality of education, stronger community links, and continuously improving outcomes for all children. The school benefits from significant space, including a field and a forest. As a 'Herts Therapeutic Thinking' school, the school is committed to understanding and supporting children with their learning and achievement, within a context of deep-rooted mutual respect. One of the features of Oakview is its commitment to supporting its children and their families, and as such the school provides adult learning classes throughout the year. Staff are committed, dedicated professionals who want to do their very best for every pupil.

Overview

Our schools pride themselves on their sense of community – both within the school itself, and in the wider locality. Visitors to our schools unfailingly comment on a very real sense of community, coupled with warmth and pride. Three of our schools are members of Cheshunt extended services (CHEXS), offering a variety of extended school and community-based activities for both students and parents. Our students actively support local charity work such as the Isabel Hospice and maintain strong links with our local primary schools.

Our schools are proud to be truly community-based schools, with students and staff from different nationalities, faiths and cultures and a number of languages spoken in each school. As a Trust we recognise and celebrate what makes us unique and different, and acknowledge that we are also part of one community. Our aim is for everybody to feel valued and respected, and we strive hard to ensure we create a positive culture within the schools to enable this to happen.

Further information about GMAT can be found here: Welcome to the Generations Multi Academy Trust



Staff Development

The Trust has an extremely strong reputation for staff development, for both teaching and support staff. Developing the next generation of school leaders, both middle and senior, plus future Headteachers for those who wish to pursue this, is also a responsibility that we take very seriously. We have a full suite of staff leadership development which staff can join, be they an ECT or highly experienced colleague.

Taking advantage of the many opportunities inherent in being a cross-phase MAT, the MAT runs a calendared programme of networking meetings where leads across both phases can come together to discuss and share best practice in areas including safeguarding, behaviour and teacher training.

In addition to whole staff training days, we disaggregate a number of hours for training every year. This allows staff development to be highly personalised as staff can opt for the training which best meets their needs, including the opportunity to do a research project in partnership with Cambridge University.

Many use their disaggregated time to coach others or to receive coaching. Moreover, there are specific training sessions for ECTs and other interested staff which run each week after school.

We also place a lot of emphasis on 'on the job' training and support. A thorough induction scheme is available to all new staff, and mentors/buddies are assigned to guide you through those new routines. Finally, external courses can of course be booked if, on very rare occasions, we cannot cater for a particular training need in-house.

Leadership Development

The Trust's leadership academy encompasses both staff and student leadership development through a series of student led groups and staff leadership pathways. The staff programme specifically provides opportunities for:

- Aspiring middle leaders
- Aspiring senior leaders

All pathways are personalised for the individual and staff receive one-to-one support from a mentor alongside working on a whole school project. Both support staff and teaching staff are welcome to join the leadership academy at any point in their career.

A full suite of leadership training is offered with a range of sessions including:

- What makes a good leader? - Communicating vision and values
- Leadership and staff motivation - Building a high performing team
- Leading and managing change - Developing your leadership approach
- Being a Lead Practitioner - Quality assuring effective teaching
- Strategic pastoral leadership - being a Director of Learning
- Strategic curriculum leadership - being a Head of Department
- Coaching and mentoring - Observation for improvement
- Using data in leadership for impact
- Resilience in leadership, including effective communication with key stakeholders
- How to make your applications stand out
- Fostering positive behaviour for learning
- Leading and managing innovation and change

As part of the Trust's commitment to developing future leaders, a number of the existing senior leadership team across both secondary schools gained experience through an 'associate' SLT position before gaining substantive leadership posts.

Trust Staff Benefits

Alongside our very strong focus on outstanding professional development and promotion opportunities, we also offer a range of benefits including a competitive base salary with a tailor-made development plan aimed at enhancing your future [earnings] potential through:

- High quality, personalised CPD
- Bespoke leadership development programmes
- Subsidies for masters and degree courses
- Secondment and shadowing opportunities
- As part of our multi academy Trust, potential to work across more than one school to develop career enhancing skills and knowledge.

Access to a wide range of health and well-being resources including:

- Substantially discounted membership to Lifestyle Fitness's state-of-the-art purpose-built gym at Goffs academy
- Free access to the gym at Goffs Academy, with discounted staff rates available for the hire and use of other sports and leisure facilities
- Cycle to work scheme
- Comprehensive Employee Assistance Programme, offering wide range of services including:
    - Discount portal
    - Access to counselling for staff and immediate family
    - Service offered 24/, 365 days a year
    - Completely free and confidential service
- Professional, and fit for purpose working environments
- Occupational health
- Free flu jabs
- Subsidised social events
- Generous Leave of Absence approach
- Enhanced annual leave for support staff, increasing with length of service
- 2-weeks autumn half term

Trust Staff Benefits

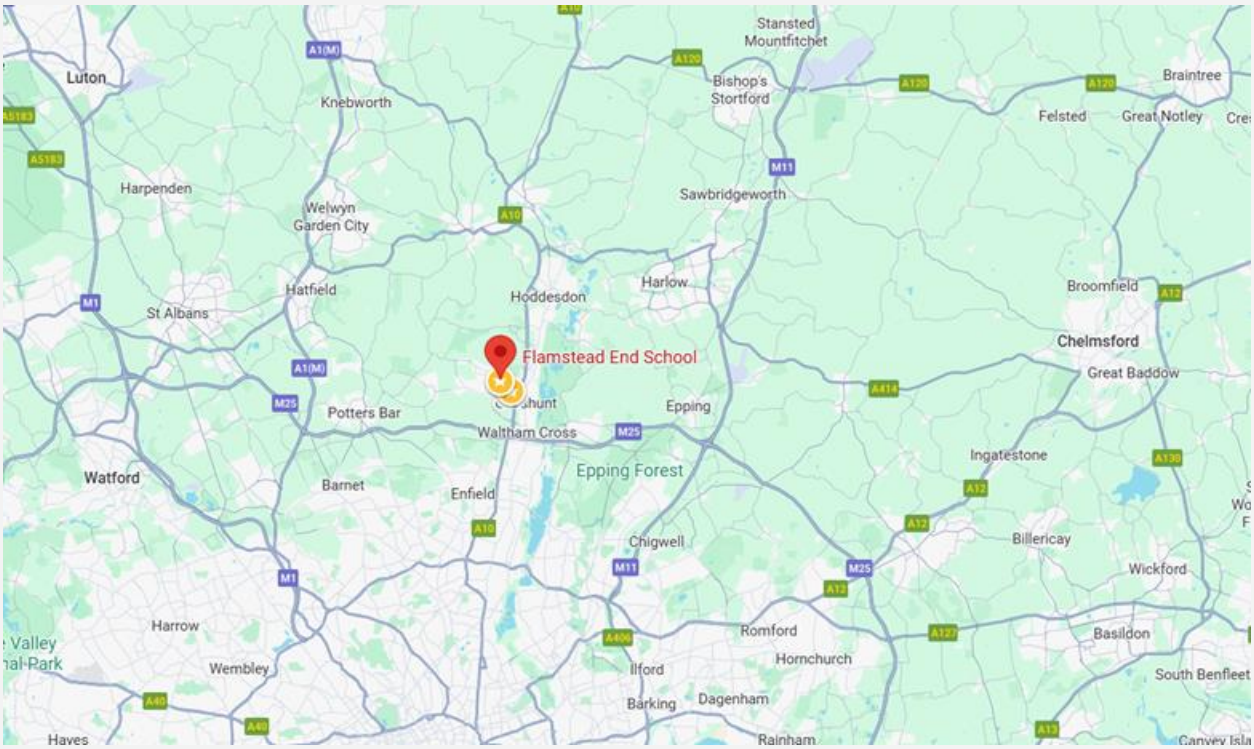
Additional financial incentives and tax-efficient benefits, including:

- Membership of Teachers Pension Scheme and Local Government Pension Scheme for all eligible staff
- The MAT adheres to the STPCD for its teaching staff
- Exam marker payment of £300 plus 2 days' paid leave to do the marking (1st year), 1 day thereafter
- Payments for staff taking weekend sporting fixtures: staff paid £200 for leading a minimum of six Saturday fixtures plus 6 weekly training sessions
- Trips allowance of £50 for each whole non-working day and/or overnight trip.
- A £1,000 employee referral scheme (i.e. Finder's fee) for any qualifying positions that staff refer the successful candidate
- Onsite car valeting
- Supported nursery provision with Ashbourne at any of their nurseries in the Buckinghamshire, Essex, Hertfordshire, Northamptonshire, and Bedfordshire area:
    - 15% discount for all Trust staff
    - Term time only places are available
    - A school day would be 9.00am – 3.00pm
    - "sundries" would be applied to a child taking up a funded only space (e.g. 30 hours funding only).

Our Local Area

Flamstead End School is located in Cheshunt, Hertfordshire. The school is uniquely situated to benefit from the many green spaces in the surrounding area, whilst also enjoying transport links to central London and other large urban areas. The Lee Valley park, including the White Water Centre built for the London 2012 Olympics is located on our doorstep.

The journey to central London takes approximately 30 minutes by train. Close links to the A10 and M25 mean that the school is easily accessible from across Hertfordshire, as well as from north London and parts of Essex.



No Set Destiny for Any Child

FLAMSTEAD END SCHOOL

Flamstead End School
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Cheshunt
Hertfordshire
EN7 6AG

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Part Of:
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