

**CHEW VALLEY SCHOOL**  
**CHEW MAGNA, NR BRISTOL**  
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**INFORMATION FOR APPLICANTS**



**SCHOOL MEALS SUPERVISORY ASSISTANT**

Salary: B&NES Grade R £12,629 per annum, pro rata  
7.5 hours per week -Term Time Only

**£6.6278 per hour**

**12.30 - 2.00pm [7.5hrs per week]**

**Monday to Friday, Term Time Only**

HISTORY

Chew Valley School opened in 1958 as a mixed Secondary Modern School for 250 pupils. It has grown into an 11-18 Comprehensive School for over 1100 pupils, including 190 in the Sixth Form. Secondary education in this area is fully comprehensive and the school is consistently oversubscribed each year. In September 2003 we achieved designation as a specialist Performing Arts College.

## **SITE AND BUILDINGS**

The school is situated 8 miles south of Bristol between the villages of Chew Magna and Chew Stoke. It stands on a 30-acre site in open countryside overlooking Chew Valley Lake. The school buildings are surrounded by very pleasant grounds and landscaped gardens. There are extensive playing fields, and good sports facilities recently enhanced as a result of a Sports Lottery grant.

The School buildings were largely built in five stages in 1957, 1974, 1995, 1996 and 1999. A new English Block and a large Library/Resource Centre were completed in 1995. A new Humanities Block and refurbished Science Laboratories were completed in 1996. A new Art Block was completed in 1999 together with a complete refurbishment of the Food Technology classrooms. The Technology block was extended in Summer 2000 with new facilities for Textiles. Three new Science laboratories were completed in June 2003. and our new Music Department completed in 2005. The School is now well equipped with 11 Science Laboratories, 4 Art rooms, 5 Technology rooms, 2 Food Technology rooms, Business Studies rooms, a Drama room, a Gymnasium and a Sports Hall with 2 Squash Courts. A computer network serves three main computer rooms as well as clusters of P.C.s in most subject areas. We opened a new music centre in 2005.

All children in Y7 have the opportunity to spend at least a week's residential education at an Outdoor Activities Centre. All staff have the opportunity to participate as supervisors. Years 8 and 9 also take part in an annual Enrichment Week during the Y11,12 and 13 examination period. Year 10 simultaneously undertake a week's Work Experience.

## **PUPILS AND PASTORAL ORGANISATION**

The School now has a Standard Admission Number of 196 pupils compared with a former intake of 166 pupils. In most years about 150 or so come from the village Primary Schools in the Chew Valley and the rest from the surrounding area or from the private sector. In recent years over 250 applications have been made annually for these places. For pastoral purposes the school is divided into Years with the Head of Year taking day to day responsibility for the operation of each Year and the co-ordination of the work of the Form Tutors. All members of the Senior Leadership Team work with a Head of Year and year group.

Because of the rural catchment area of the School, covering about 120 square miles in the Chew Valley, the majority of pupils travel to and from School in coaches provided by the Local Authority. Our pupils come from all sections of the community and their abilities range from the highly academic to those who need additional help from our Learning Support staff. The School is, however, extremely fortunate in the nature of its catchment area and a large proportion of our Year 11 pupils choose to proceed to 6th Form courses each year.

We normally expect around 70% of our Year 11 pupils to obtain 5 or more higher grade results at GCSE. The results at GCE A2 and AS Levels are also of a high standard and students are successful each year in obtaining places at Oxbridge.

## CURRICULUM

A common curriculum is followed by all pupils for the first three years; Art, English, French, Humanities (Geography, History and Religious Studies), Mathematics, Music & Drama, Physical Education, Science and Technology. Many pupils also take a second language from the beginning of Year 8. Special Needs provision is organised by a programme of withdrawal and in-class support during Years 7, 8 and 9. All subjects are taught in mixed-ability form groups initially and setting is progressively introduced during Year 8 and 9 and in Year 7 in mathematics.

In Years 10 and 11, pupils take a range of option subjects which lead to examinations at GCSE. All pupils follow a broad range of courses the majority taking English, Mathematics, Science, Technology, a Foreign Language, a Humanities subject, an Arts subject and one other option subject. We have developed alternative pathways for pupils who want a stronger vocational bias or need additional support in basic skills.

In Years 12 and 13 there are AS and A2 courses in Pure Mathematics, Mechanics, Statistics, Physics, Chemistry, Biology, Environmental Science, Geography, History, Sociology, Psychology, Philosophy and Belief, Politics, English, French, German, Art, Design Technology, Photography, Physical Education, Music, Music Technology, Theatre Studies and Business Studies. We also offer thriving one year courses in Sport & Exercise Science and Public Service.

All 6th Formers follow a general education programme on a series of '6th Form Days' when their normal timetable is suspended. Sixth Formers also have opportunities to take part in a wide variety of community service projects and sports in addition to their AS and A2 courses.

All students in the School follow a Personal and Social Education course during the regular form periods.

## EXTRA CURRICULAR ACTIVITIES

In addition to a wide range of sports teams, clubs and societies there is an extensive programme of visits and field study work. In recent years this has included an Enrichment Week, Ski Trip, visits to France, Spain, Italy, the US, China and Costa Rica. There are residential weeks in Field Study Centres, the Duke of Edinburgh Award Scheme and a wide variety of day visits to museums, theatres etc. There are also strong traditions in Music, Dance and Drama within the School.

## CHEW VALLEY SCHOOL JOB SPECIFICATION

School Meals Supervisory Assistant

**JOB PURPOSE:** To supervise students in the Dining Areas at lunchtime

## **Main duties & Responsibilities**

### **School Meals Supervisory Assistant. 7.5hrs per week 12.30pm – 2.00pm**

- To assist with the putting out of tables and chairs in the Dining Hall/Snack Bar from 12.30pm ready for the start of lunch at 12.45pm.
- To supervise the entry of students to the Dining Hall/Snack Bar and the queue to the serving areas.
- To supervise the Dining Hall/Snack Bar
- To supervise the return of trays, etc.
- To wipe down tables and clear up any spillages
- To sweep the floor at the end of the session, return used crockery, etc., to the kitchen
- To assist with the return of tables and chairs in the Dining Hall/Snack Bar from 1.40pm until 1.55pm.
- To carry out any other such duties as are commensurate with the post.

NOTE: School Meals Supervisory Assistants are primarily employed to supervise, guide and assist pupils during the midday break. They are not employed as cleaners or canteen assistants, but are required to carry out such cleaning up and wiping clean tasks as common sense dictates within the definition above.

### **Qualifications & Experience**

#### **Essential:**

- Evidence of a good basic education with 3 GCSEs at Grade C, or equivalent, including English Language
- Good communication skills and experience of working in a team environment

#### **Desirable:**

- Previous experience of working in a school

### **SUPERVISION RECEIVED**

School Meals Supervisory Assistant – supervised by the School's Catering Manager

### **SPECIAL NOTES ON CONDITIONS**

Term time only  
Mark Mallett  
Headteacher  
September 2008.