

## Join Our Burgess Hill Nursery Family

### Lunch Time Assistant (Term Time Only)

We are a welcoming, community-focused nursery in Burgess Hill looking for a caring and attentive Lunch Time Assistant to join our friendly team. This is a lovely opportunity to be part of a nurturing environment where children feel safe, valued, and supported every day.

**Hours:** 11:30am – 2:30pm, 15 hours per week, Term time only

### About the Role

Supporting our children aged 2.5 to 5 years, you will play an important role in creating a calm, happy lunchtime experience where children can socialise, develop independence, and enjoy their meals safely.

Key responsibilities include:

- Providing active supervision during mealtimes, sitting with children to ensure safe eating and monitoring for allergies and dietary needs
- Encouraging a relaxed, social and unhurried eating environment
- Supporting children to build independence (e.g. using cutlery, self-serving)
- Serving meals and clearing away afterwards
- Supporting handwashing, toileting, and good hygiene routines
- Engaging children in quiet, calming activities after lunch
- Supervising rest or sleep time for younger children
- Helping create a warm, inclusive and welcoming atmosphere throughout the nursery

### What We're Looking For

- Experience working with young children (ages 2.5–5 years)
- A Level 2 childcare qualification or above (preferred)
- A kind, patient, and observant approach
- A strong understanding of child safety and safeguarding, particularly during mealtimes

### Why Join Us?

- Be part of a friendly, supportive Burgess Hill team
- Work in a nursery that values care, community, and child development
- Make a genuine difference to children's everyday experiences

If you're passionate about supporting young children and would love to play a part in their day, we would be delighted to hear from you.

*Completed application forms should be emailed to [hr@burgesshillgirls.com](mailto:hr@burgesshillgirls.com)*