



## Job Description - Seal Primary School's Learning Hub and Corridor Monitor

### Role & Responsibilities:

The Learning Hub and Corridor Monitor will ensure that the environments outside of the classrooms are being respected and are available to be used for learning.

### Job roles:

- To ensure that the corridor in the main building is kept tidy and is free of clutter, litter, unused laptops/iPads and dropped belongings
- To ensure that the hall is free of litter and clutter
- To ensure that the learning hubs in the main building and in the mobile buildings are kept tidy
- To check that the resources in the learning hubs are in good condition and to replace any resources which are broken or running low
- To return any lost property found in the corridor or in the learning hubs
- To ensure that other members of the school community are being respectful towards these areas.

### Qualities/Skills required:

- To be reliable and hardworking
- Good communication skills
- Good organisation skills
- Have a sound understanding of our rights

**Commitment:** On-going commitment to the job.

**Payment:** You will be able to collect three minutes of extra break for each day that you work. You will be able to redeem this on a Friday afternoon, providing you have had your job sheet signed, at 2:45pm.