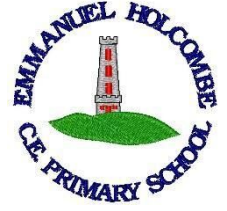


Emmanuel Holcombe CE Primary school

After School Club Unqualified Playworker



Job description

Job title: Unqualified playworker, After School Club

Responsible to: After school club manager / Head teacher

Hours:

Tuesday: 3.00pm-4.30pm
Wednesday: 3.00pm-4.30pm
Thursday: 3.00pm-5.30pm
Friday: 3.00pm-5.30pm

Salary: Grade 4, SCP 3

Job purpose

To work under the guidance of the out of school club manager as part of a successful team. To ensure the delivery of a high quality out of school provision, offering flexible care for children of Emmanuel Holcombe CE Primary School. To provide stimulating and inclusive play activities in a safe and caring environment, whilst supporting the Christian ethos of the school.

Duties and responsibilities

- To assist with the development of after school activities.
- To be aware of and support difference and ensure all children have equal access to opportunities to learn and develop.
- To work with staff and parents to create and develop open and inclusive working partnerships, which support the development of their children.
- To understand, work within and promote all of the club's policies and procedures.
- To have an understanding of the statutory requirements, including Ofsted expectations and the ability to meet them.
- To adhere to the school's safeguarding procedures.
- To be aware of all emergency procedures and know what action to take. E.g. fire drill.
- To ensure that registration/ signing in procedures are followed correctly.
- To ensure the safety, welfare and good conduct of the children attending the club.
- To supervise the children at all times.
- To prepare healthy food and refreshments.
- To set up and tidy away play equipment and resources.
- To ensure that all areas used by the club are left clean and tidy.