

Job Description

Greensand Support Staff Salary**Scale:** 3-5**Contract type:** Part time, term time**Reporting to:** After School Club
Supervisor / Manager

After School Club Play Worker

After School Club is an established and popular extended provision for our children and is located on the school premises. It provides a welcoming, stimulating, active environment where children can learn and develop while having fun.

Job Purpose

- To work as part of a team with the Club Supervisors.
- To support and assist the Club Supervisor in the development, organisation and day to day management of the club
- To assist in the provision of a caring and secure environment for children to play, learn and relax.

Key Accountabilities

- To work as a member of the After School Club team under the direction of the Supervisor, providing safe, creative and appropriate play opportunities including arranging equipment and preparing resources to support children's activities.
- To support the Supervisor in the planning and implementation of daily activities, ensuring that all the children's needs are met.
- To proactively support children and encourage them to interact with others.
- To have high expectations of children in terms of their behaviour, pre-empting and dealing with inappropriate behaviour in the context of the behaviour policy of the school and encouraging pupils to take responsibility for their own behaviour.
- To effectively communicate with children, colleagues and parents to maintain appropriate standards of behaviour
- Supervise children to ensure their health and safety and wellbeing at all times.

Greensand Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to demonstrably share this commitment.

Person Specification

Knowledge, Skills and Experience:

- Experience of work/play with children, in a relevant setting at an appropriate level
- Strong organisation and time management skills
- Ability to provide and facilitate an inclusive, safe and creative play environment
- Experience of working to policies and procedures, and aware of procedures relating to Child Protection
- Experience of First Aid

Interpersonal and Communication Skills:

- Able to form positive working relationships with children and adults
- Excellent communication and listening skills and a responsible and caring attitude
- Ability to work well as part of a committed team

Notes:

This job description may be amended at any time in consultation with the postholder.