

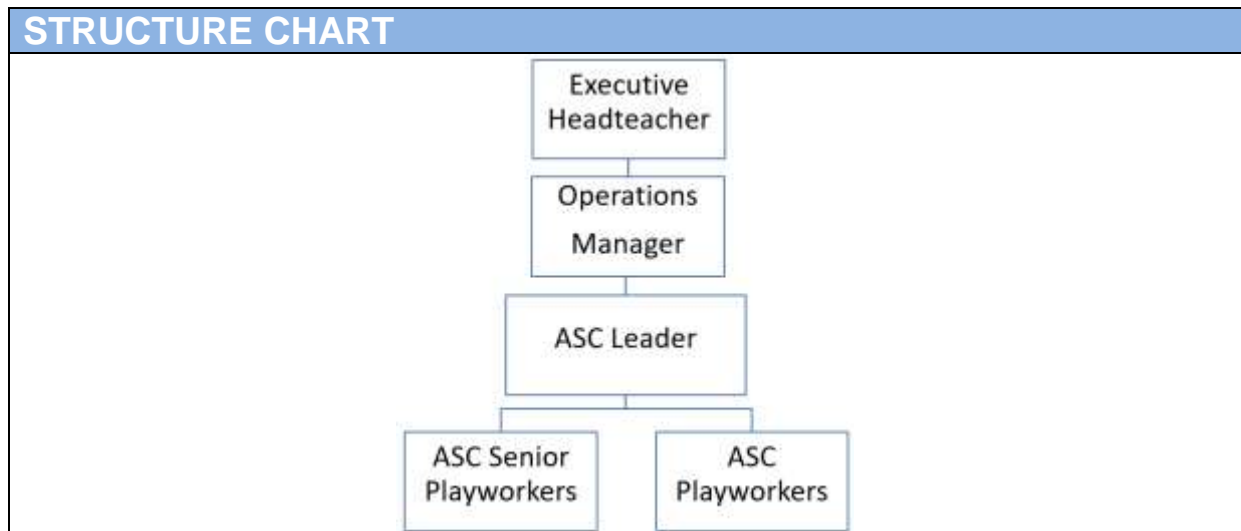
Job title	After School Club Playworker
School	John Rankin Schools
Salary grade	Grade B
Reports to	After School Club Leader
Supervises	N/A

JOB PURPOSE

To provide creative, stimulating and appropriate after school play care for children in a safe and nurturing environment.

This job falls within the definition of regulated activity and therefore would be subject to an Enhanced DBS with barred list check.

STRUCTURE CHART



MAIN DUTIES AND RESPONSIBILITIES

Club Duties

- Set up activities before the start of the sessions
- Collect and escort children from the schools to the club
- Participate in the preparation and delivery of club refreshments
- Lead creative, stimulating and appropriate planned activities as required by the After School Club Leader (eg art, cooking, sports)
- Monitor child led activities
- Promote good behaviour by using praise and reward
- Follow any individual behaviour plans that have been implemented in the club
- Clear away activities at the end of the sessions, leaving all areas clean and tidy
- Administer first aid as required
- Record and report accidents and incidents in a timely and accurate manner
- Ensure materials and equipment are kept clean and safe

MAIN DUTIES AND RESPONSIBILITIES

General Duties

- Maintain a professional manner with children, staff and families at all times
- Maintain confidentiality at all times
- Participate in training and other learning and development activities as required
- Provide other After School Club Playworker support to the After School Club Leader, in accordance with level and nature of the post
- Promote the welfare of children and support the school in safeguarding children by following relevant policies and procedures
- Adhere to club and school health and safety policies, procedures and rules, taking reasonable care of self and others
- Adhere to club and school policies and procedures, including the school code of conduct
- Promote equality as an integral part of the role, respecting differences, and treating everyone with fairness and dignity

SCOPE (impact on/control of resources, people, money etc)

This role has no budgetary responsibility and no line management responsibility.

PERSON SPECIFICATION

Essential/
Desirable

Qualifications

NVQ Level 2 Playwork/Childcare or equivalent experience

Essential

First Aider qualification

Desirable

Experience

Experience of working with primary aged children in a group setting

Essential

Knowledge and understanding

Understanding of child protection, safeguarding and bullying issues and able to demonstrate understanding of own accountabilities

Essential

Understanding of children's developmental needs

Essential

Understanding of need for confidentiality

Essential

Skills and abilities

Ability to communicate effectively with children, families and other staff

Essential

Ability to work as part of a team

Essential

Ability to provide and facilitate creative play

Essential

Work-related personal qualities

Actively enjoy working with children and is sympathetic to their needs

Essential

Reliable, punctual and have effective time management skills

Essential

Commitment to undertake work-related training as required

Essential

Other work-related requirements

This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2016, and therefore the ability to fulfil all spoken aspects of the role with confidence in English will be required. Conversing at ease with members of the public (including children), providing advice and using any specialist terminology appropriate to the role is essential for the post.

Essential

NVQ Level 2 Playwork/Childcare – Definition of Equivalent Experience:

A minimum of 1,700 hours working in a playworker/childcare setting. (For example a term time contract (38 weeks) for 1.5 years, working 30 hours per week.)

These are the national occupational standards for Level 2 playworkers approved by the UK Commission for Education and Skills in July 2010. If a candidate claims equivalent experience rather than the qualification, coverage of these standards will be explored during the interview process.

- SKAPW33 Support relationships in the play environment
- SKAPW34 Work with children and young people to create play spaces and support freely chosen, self-directed play
- SKAPW35 Contribute to the health, safety, security and welfare of children and young people using the play environment
- SKAPW36 Help to improve your own practice and the work of your playwork team
- SKAPW25 Contribute to providing food and drink in the play environment
- SKAPW26 Facilitate a specific play opportunity at children or young people's request
- SKAPW27 Support the development of playwork opportunities in the community
- SKAPW28 Contribute to supporting disabled children and young people in the play environment
- SKAPW29 Interact with parents and carers in the play environment
- SKAPW30 Carry out playwork in a school setting
- SKAPW31 Contribute to the administration of the play environment
- SKAPW32 Support the travel of children and young people outside the play environment