

**St John Fisher RC Primary School**

Manor Road, Haughton Green, Manchester, M34 7SW

Tel: 0161-336 5308

E-Mail: [admin@st-johnfisher.tameside.sch.uk](mailto:admin@st-johnfisher.tameside.sch.uk)

Headteacher: Mrs M Harris

NOR: 248

**Breakfast and After-School Club Playworker**

**Location:** St John Fisher RC Primary School, Denton, Manchester  
**Position:** Breakfast and After School Club Playworker  
**Start Date:** November 2024  
**Contract Type:** Permanent, Term Time Only (Potential for Holiday Club in the Future)  
**Salary: Grade B (SCP3-4) £22,737-£23,114 pro-rata**

**Hours: 20 hours per week**

* **Breakfast Club:** 7:20am - 8:40am
* **After School Club:** 3:00pm - 5:40pm

**About Us:**

St John Fisher RC Primary School is a vibrant and welcoming community dedicated to providing the best educational experience for our pupils. As part of our commitment to supporting our families and enhancing our school community, we are excited to launch a brand-new Breakfast and After School Club provision opening in November 2024. This initiative aims to provide a safe, fun, and nurturing environment for our pupils outside of regular school hours, giving parents peace of mind and children a place to thrive. By joining our team, you will play a crucial role in the development and success of this exciting new program, and you will have the opportunity to be a part of its evolution from the very beginning.

We are also in the early stages of planning a Holiday Club, which we hope to introduce within the next 12 months. This Holiday Club will provide care and activities for children during school holidays. We are particularly interested in hearing from candidates who are willing and able to contribute to this future provision, ensuring year-round support for our families.

**About The Role:**

As a Playworker, you will be responsible for the care and supervision of children attending the Breakfast and After School Clubs. Your role includes planning and leading a variety of activities that support the children’s social, emotional, and physical development. You will ensure the safety and well-being of all children at all times, while organising fun and educational games, arts and crafts, and sports.

Collaborating with school staff, you will ensure our provision aligns with the school’s values and operational standards. Effective communication with parents and guardians is essential. You will prepare and serve healthy snacks, promoting good nutrition. Maintaining a clean, safe, and organised environment is crucial, including setting up and tidying away activities.

Participation in ongoing training and development opportunities will enhance your skills and knowledge. By fulfilling these responsibilities, you will contribute significantly to the success of our new wraparound care provision, supporting working parents and enriching our school community.

**Key Responsibilities:**

* Supervise and engage with children during breakfast and after school sessions
* Plan and lead a range of activities, including games, arts and crafts, and outdoor play
* Ensure the safety and well-being of all children at all times
* Prepare and serve healthy snacks
* Maintain a clean and organised environment
* Communicate effectively with parents and school staff
* Adhere to all school policies and procedures, including safeguarding and health & safety

**Requirements:**

* Experience working with children in a similar setting is desirable
* A passion for creating fun and engaging activities is essential
* Strong communication and interpersonal skills
* Ability to work as part of a team
* Reliability and a proactive approach
* First Aid qualification (or willingness to obtain one)

**Why Join Us?**

* Be a part of a new and exciting provision at St John Fisher RC Primary School
* Opportunity to make a real difference in the lives of children
* Supportive and friendly working environment
* Potential for future opportunities, including the possibility of a Holiday Club

**How to Apply:** We welcome applications from candidates interested in both the Breakfast and After School Club sessions, as well as those who prefer to work in only one of the sessions. To apply, please complete the application form attached and return to Mrs Zoe Wells, School Business Manager at [sbm@st-johnfisher.tameside.sch.uk](mailto:sbm@st-johnfisher.tameside.sch.uk)

**Application Deadline:** Friday 30th August 2024

**Shortlisting date**: Tuesday 3rd September 2024

**Task and Interview dates**: Tuesday 10th & Wednesday 11th September 2024

**St John Fisher Primary School is committed to safeguarding all of its students. All staff are required to adhere to our safeguarding policies and procedures, have good references and undertake full police checks. Candidates will be asked during interview questions around safeguarding children.** 

For further details and an application pack, please contact [sbm@st-johnfisher.tameside.sch.uk](mailto:sbm@st-johnfisher.tameside.sch.uk)  
  
Please note **only** applications submitted on a CES application form will be accepted. Applications returned to [sbm@st-johnfisher.tameside.sch.uk](mailto:sbm@st-johnfisher.tameside.sch.uk)

Please do not send a CV we cannot consider applications this way.

**Job Description and Person Specification**

**Job Title:** Playworker (Breakfast and After School Club)

**Location:** St John Fisher RC Primary School, Haughton Green, Denton, Manchester

**Reports To:** Wraparound Provision Lead

**Job Purpose:**

To provide a safe, engaging, and supportive environment for children attending the Breakfast and After School Club, ensuring their well-being and promoting their social, emotional, and physical development through planned activities.

**Key Responsibilities:**

**1. Supervision and Care:**

* Provide high-quality care and supervision for children aged 5-11 years during breakfast and after school sessions.
* Ensure the safety and well-being of all children at all times, including adhering to safeguarding and health & safety procedures.

**2. Activity Planning and Management:**

* Plan, organise, and lead a variety of engaging activities such as games, arts and crafts, and outdoor play.
* Foster a positive and inclusive environment that supports children’s social, emotional, and physical development.

**3. Interaction and Communication:**

* Build positive relationships with children, promoting a friendly and supportive atmosphere.
* Communicate effectively with parents and guardians, providing updates on children’s participation and behaviour.

**4. Snack Preparation and Nutrition:**

* Prepare and serve healthy snacks, ensuring dietary needs and preferences are met.
* Encourage healthy eating habits among children.

**5. Environment Maintenance:**

* Maintain a clean, organized, and safe environment, including setting up and clearing away equipment and resources.
* Ensure all areas are ready for the next session and adhere to cleanliness and safety standards.

**6. Collaboration and Teamwork:**

* Work closely with the school staff to align activities and care with the school’s values and operational standards.
* Participate in team meetings and contribute to the development of the wraparound care provision.

**7. Training and Development:**

* Participate in training sessions and professional development opportunities to enhance skills and knowledge relevant to the role.
* Stay updated on best practices in childcare and early years education.

**Person Specification:**

**Essential Qualifications and Experience:**

* Experience working with children in a similar setting, such as a school, nursery, or childcare facility.
* Basic knowledge of child development and the ability to create engaging activities.
* Basic Literacy, Numeracy & IT Skills
* First Aid qualification (or willingness to obtain one).

**Skills and Attributes:**

* Passion for working with children and a commitment to their well-being and development.
* Strong communication and interpersonal skills, with the ability to build positive relationships with children, parents, and staff.
* Ability to plan and lead activities that are both fun and educational.
* Excellent organisational skills, with the ability to maintain a clean and safe environment.

**Personal Qualities:**

* Enthusiastic and energetic, with a positive attitude towards working in a dynamic and nurturing environment.
* Reliable and proactive, demonstrating a strong work ethic and a willingness to contribute to the team.
* Flexible and adaptable, with the ability to respond to the needs of children and the provision as they arise.

**Desirable Attributes:**

* Experience in a similar role within a primary school or childcare setting.
* Knowledge of safeguarding policies and procedures.
* Previous experience in snack preparation or food handling.
* Relevant qualifications or experience in working with children, such as a Level 2 or 3 qualification in Childcare or equivalent.
* Experience in working in similar extended care provision.