

Club Supervisor (52 weeks per year contract)

We are growing and we want you to help us grow too...

At Fazakerley Primary School, we are looking for someone who can help us have fun, learn and teach us new skills through helping us in our afterschool and holiday club provision, FazKids.

Could you help us do this?

The Governors are looking to appoint a Club Supervisor to work in our well-established afterschool and holiday club provision, Fazkids, offering a range of activities afterschool and during the holidays.

GRADE 3 Points 5 - 9 (52-week contract) - Actual £10,072 - £10,766 plus over time during holidays

Monday to Friday 3:00pm until 6:00pm Term Time

Monday to Friday 7:45am until 6:00pm (hours agreed in advance) during school holidays

The successful candidate should demonstrate a polite, friendly and enthusiastic manner.

The role will focus on:

- Ensuring the smooth running of the club and, when required, direct the safe escorting of children to ensure their wellbeing at all times.
- Support the development and review of policies and procedures.
- Contribute to club plans, including meal preparation and activity planning.
- Support in ensuring the National Standards are met.
- Establish and maintain links with parents/carers/other professionals.
- Assist with children's personal needs.
- Assist with the supervision and direction/training of staff.
- Maintain the Club's cleanliness and hygiene.
- Ensure children have access to appropriate activities.
- Provide meals/snacks taking into account dietary and allergy needs.
- Assist in the maintenance of children's records.
- Undertake the daily supervision of the Club as requested by the Pastoral Lead.
- To work in partnership with other Club Supervisors.
- To oversee the Club Assistants in the delivery of activities.
- To deliver activities in line with the children's interests and linked to their learning.
- Keep up to date records of payments and attendance.

The school is committed to safeguarding and the successful applicant will be subject to an enhanced DBS including online checks for short-listed candidates.

Application closing date: Wednesday 24th April 2024.

Interview date: Week beginning Monday 29th April 2024.

Application forms can be downloaded from the school website and either handed in at the School Office, posted for the attention of the Headteacher (Mrs S. Bennett) or e-mailed to

vacancies@fazakerleyprimary.co.uk

Fazakerley Primary School

Formosa Drive
Fazakerley
Liverpool
L10 7LD

Tel: (0151) 4743060

E-mail: schooloffice@fazakerleyprimary.co.uk

Please find our privacy notice and data protection policies on our school's website under 'GDPR'





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