



JOB DESCRIPTION

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| CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO | This authority / school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment |
| SCHOOL | |
| POST TITLE | PLAY LEADER |
| ROLE PROFILE | LD2 |
| TOOLKIT JOB REF NUMBER | SCH/BP/LD/003 |
| GRADE | 2 |
| RESPONSIBLE TO | Line Manager as defined in staffing structure |
| RESPONSIBLE FOR | NOT APPLICABLE |
| HOLIDAY AND SICKNESS COVER | |
| PURPOSE OF JOB | Support pupils during the lunch break. Take a lead in developing positive behaviour amongst pupils. Organise and lead play activities and maintain play equipment. Support midday supervisors in developing children's positive play. |
| RELEVANT QUALIFICATIONS AND EXPERIENCE | |

JOB DESCRIPTION FOR POST OF:- PLAY WORKER

SPECIFIC DUTIES AND RESPONSIBILITIES

The postholder must at all times carry out his/her duties and responsibilities within the spirit of City Council and School Policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to the statutory responsibilities of the Governing Bodies of Schools.

MAIN DUTIES AND RESPONSIBILITIES

- 1 Contribute to the development of a positive approach to lunchtime play.
- 2 Provide support and counselling for children finding it difficult to cope in the playground.
- 3 Prepare lunchtime games and activities alongside other play leaders and midday supervisors both inside and out.
- 4 Lead activities and participate in play activities with children.
- 5 Organise and maintain play equipment, ensuring its safe storage.
- 6 Support midday supervisors in delivering lunchtime play activities.
- 7 Attend staff meetings and staff development meetings when appropriate.
- 8 Maintain records of behaviour where necessary.
- 9 Establish and maintain relationships with other school staff.
- 10 Participate in the school scheme of appraisal and performance management.
- 11 Undertake any other duties and responsibilities after appropriate negotiations with the postholder and trade unions, which do not change the nature of this post.
- 12 Supervise the children during their outdoor/indoor play experience during lunchtime.
- 13 To supervise children in transition from outside/inside during bad weather.
- 14 To ensure the standards of behaviour are maintained and comply with the school behaviour policy.
- 15 Any other duties and responsibilities appropriate to the grade and role e.g. supervising the children whilst they eat their lunch.

All the above duties and responsibilities to be carried out in accordance with Sheffield City Council's Policies (and/or Policies adopted by the School Governing Body), Standing Orders and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety.

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| ISSUE DATE: |
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