



Job Description for Lunchtime Play Leader

Hours 8 hours 45 minutes per week

11.30am until 1.15pm Monday to Friday – term time only.

Accountable to Head of School

Purpose of the Post

The duties will be allocated by the Head of School and will include the following:

- Fully accept and support the Catholic Ethos of the school
- Devise and initiate constructive play opportunities for children when required
- Ensure that children remain within a safe environment, and that they play safely
- Help children acquire social skills
- Take charge of groups of children in the playground or the classroom, depending on the weather
- Participate in training and other learning activities and performance development as required
- To organise games and activities, encouraging children to play and be sociable.
- To ensure that the school accident book is completed and any head injuries are reported to the class teacher.
- To follow the school's Behaviour and Anti-Bullying Policies (which will be available in the office.)
- To adhere to existing working practices, methods, procedures and to undertake relevant training and development activities and to respond positively to new and alternative systems.
- To comply with policies for Health and Safety.
- To report any concerns regarding Health and Safety to the Head of School.
- Liaise effectively and professionally with staff, teachers and parents as required.
- To carry out any other reasonable duties and responsibilities given by the Head of School, which reasonably falls within the nature of this post.