



Job Title:	Playworker
Pay Scale:	GLPC Scale 1C/3 (points 2-6) or Fringe PS1/2
Reports to:	Extended Schools Team Leader
Responsible for:	The delivery of Wraparound provision.
Main purpose of the post:	
Playworkers organise, plan and take part in play and leisure activities for children. You will also care for and supervise the children, making sure that they are safe and happy.	
Employment Duties:	
This job description is to be carried out in accordance with agreed Trust policies and the provisions of the employee contract.	
Key Tasks and Activities:	
<ul style="list-style-type: none"> ● provide and set up play areas, materials and equipment ● give out refreshments ● talk to children about their concerns or worries ● deal with injuries and emergencies ● build relationships with parents, carers, and professionals ● developing, planning and organising play activities for primary-aged children ● using play activities to help children to develop socially and emotionally ● setting up play equipment and making sure play areas are safe ● supervising children for fair behaviour during play, dealing with any minor injuries ● liaising with parents or carers ● preparing snacks for the children 	
General Information:	

Equality of Opportunity	<ul style="list-style-type: none"> ● As a member of Trust staff to take individual and collective professional responsibility for reinforcing and promoting a working environment free from discrimination, victimisation, harassment and bullying. ● Ensure the development and progression of equality within the sphere of responsibility of this post and the fair and equal treatment of all colleagues, children, parents and visitors.
Confidentiality and Data Protection	<ul style="list-style-type: none"> ● To treat all information acquired through employment, both formally and informally, in strict confidence. ● To be aware of the school's responsibilities under the General Data Protection Regulation 2018 for the security, accuracy and relevance of personal data held on such systems and ensure that all processes comply with this.
To contribute as an effective and collaborative member of the School team	<ul style="list-style-type: none"> ● Any other duties as reasonably required by any manager of the school. ● Participating in the ongoing development, implementation and monitoring of the school development plan. ● Attend regular meetings as required and make a positive contribution during meetings.
Child Protection	<ul style="list-style-type: none"> ● Being aware of and complying with policies and procedures relating to child protection reporting all concerns to an appropriate person.

This job description may be amended at any time after consultation with the post holder.

This job description is a broad overview of the post. It is not an exhaustive list of all possible duties, and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document and the post holder will be required to carry out any other duties that are necessary to fulfill the purpose of the job.

LEO Academy Trust is committed to promoting equality of opportunity for all staff. We aim to create a supportive and inclusive working environment in which all individuals are able to make best use of their skills. We do not discriminate against staff on the basis of age; race; sex; disability; sexual orientation; gender reassignment; marriage and civil partnership; pregnancy and maternity; religion, faith or belief (Equality Act 2010 protected characteristics). The principles of non-discrimination and equality of opportunity also apply to the way in which staff treat visitors, volunteers, contractors and former staff.

Person specification

Playworker

	Essential	Desirable
Qualifications	<ul style="list-style-type: none">● GCSE in Maths & English at grade 5+	<ul style="list-style-type: none">● NVQ level 2 in Playwork or relevant other qualification
Experience	<ul style="list-style-type: none">● Be able to evidence working in a childcare provision	
Abilities/Skills	<ul style="list-style-type: none">● sensitivity and understanding● patience and the ability to remain calm in stressful situations● the ability to work well with others● to be flexible and open to change● the ability to accept criticism and work well under pressure● excellent verbal communication skills● customer service skills● thinking and reasoning skills● to be able to carry out basic tasks on a computer or hand-held device	

This job description is current at the date shown, but, in consultation with you, may be changed by the Trust to reflect the needs of the school and Trust.