JOB DESCRIPTION

JOB TITLE After School Club Play Worker

HOURS: 15 hours per week (term time only)

RESPONSIBILITY: To the Head Teacher

GRADE: Scale 4

Main Purpose of the Job

1. To provide a high quality and inclusive play and childcare service for children up to 11 years old in a safe and caring environment.

2. To support the After School Club Supervisor in developing and delivering a stimulating, child-centered play and activity programme.

3. To work within agreed procedures and ensure that all statutory requirements are met

4. To work in partnership with parents and the school to continually improve the service

5. To work in an inclusive manner to meet the needs of all our children and to support vulnerable children.

Main Duties and Responsibilities

1. To work as part of a team to develop and deliver a stimulating child centred play and activity programme

2. To provide ideas to continually help provide a positive, fun and constructive play and activity programme which is age and stage of development appropriate and is responsive to the needs of children with disabilities and vulnerable children

3. Assist with the setting-up of the club each day.

4. As part of a team, to participate fully in all elements of the play and activity programmes, planning, leading, preparing and reviewing and evaluation

5. To be aware of individual responsibilities with regards to safeguarding and protecting children and abide by all policies and procedures

6. To develop a positive attitude and positive relationships within the school and with external agencies, organizations and community partners

7. Be responsible for the management of the behaviour of pupils attending the club in line with the school's positive realtionships policy

8. To enjoy working with children and parents and be aware at all times of the potential you have to positively support and influence children to help improve their participation and life outcomes

9. Contribute to the overall Vision and values of the school

10. To ensure that all statutory requirements are met

Other Duties

1. To undertake other duties consistent with the basic objectives of the post

2. To exercise responsibility under the Health and Safety at Work Act as set down by the school and local authority

3. To uphold and further the school and local authority equal opportunity policies and to deliver services which meet the needs of the diverse community that are fair and without discrimination

4. To be aware of and act in accordance with the school's policies and procedures

5. To take part in regular team meetings and attend other meetings as appropriate

6. To administer First Aid as appropriate and to ensure following all Accident/Incident reporting procedures

7. To undertake any other temporary duties consistent with the basic objectives of the post

Qualifications	• First Aid Certificate - If no qualifications now, would be prepared to obtain them and demonstrate some experience or very strong potential
Experience	• Experience of working with children in a school, play, childcare or out of school setting
Knowledge	• Knowledge and understanding of children's development • Equal opportunities issues • Up to date knowledge of safeguarding policies and procedures
Skills / Competencies	• Good communication skills, both written and oral • Ability to interact and communicate effectively with children, parents, school staff and other professionals • Ability to constantly improve own practice and knowledge through self-evaluation and reflection • Work constructively as part of a team, understanding roles and responsibilities and your own position within these • Ability to create and inspirational and stimulating child centred play and care environment • To work in a flexible manner and have a flexible attitude • To have a broad range of skills in arts, crafts, music, sport, children's games and play activities • To be creative, imaginative and inspiring • To demonstrate you can work on your own initiative, be part of a team, take instruction and constructive criticism
Equal Opportunities	• Commitment to the implementation of South Harringay Primary School's equal opportunities policy
Continuing Professional Development	• Willingness to undertake additional training/staff development as appropriate • Ability to reflect on your own professional practice.