Dulwich Prep & Senior



HOLIDAY CLUB ACTIVITY ASSISTANT

Applicant Information

HOLIDAY CLUB ACTIVITY ASSISTANT

The DPS Holiday Club provides a multi-activity day club for children aged 3 to 12. Activity Assistants will support the delivery of high-quality activities to get children and young people active, having fun and learning together, ensuring every child is safe, engaged and makes progress, regardless of their ability. This role reports to the Group Leader and the Holiday Club Supervisor.

DUTIES & RESPOSIBLITIES

- Set up and maintain a welcoming base for the children, ensuring it is tidy and organised
- Create a fun and safe environment by adhering to all policies and procedures
- Actively supervise the children during activities, breaks, and lunchtime to meet their needs
- Collaborate with the group leader to plan and deliver engaging, age-appropriate activities
- Follow the daily activity timetable to provide a variety of enjoyable sessions
- Encourage all children to participate and ensure everyone feels included
- Get to know each child personally, discover their interests and incorporate them into camp activities
- Take responsibility for the general welfare and safeguarding of the children.
- Ensure the safe use of all equipment during your sessions.

KEY SKILLS & KNOWLEDGE

- Experience in a childcare club setting (Desirable)
- Experience in implementing high standards of safeguarding
- Hold a Pediatric First Aid Qualification or be prepared to attend training to achieve it (Desirable)

PERSONAL COMPETENCIES & QUALITIES

- Must be 18 or over by your contract start date.
- UK/EU citizenship with two right-to-work IDs required.
- Energetic, enthusiastic, and committed individuals who inspire confidence and respect.
- Team player who shares knowledge and promotes best practices.
- Cooperative and helpful with colleagues.
- Focused on delivering results and responding promptly to needs.
- Proactive with a positive attitude towards challenges.
- Flexible and adaptable to changing priorities.
- Takes initiative and seeks out additional responsibilities.
- Strong communication skills with the ability to persuade and engage others.
- Committed to maintaining high standards in all tasks.

TERMS & CONDITIONS

- Working Hours are 8.10am to 5.10pm, Monday to Friday, during the School Holidays when you have been allocated a Holiday Club shift.
- Salary is based on age, qualifications, and experience.

EQUAL OPPORTUNITIES & SAFEGUARDING

EQUAL OPPORTUNITIES

Dulwich Prep & Senior is committed to the equal treatment of all current and prospective employees and does not condone discrimination based on age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We are an equal opportunity employer and welcome applications from individuals of all backgrounds. We believe in fostering a diverse and inclusive work environment where all employees are valued and respected for their unique perspectives and contributions.

Candidates will only be assessed against relevant criteria (i.e., skills, qualifications, abilities, experience) in selection and recruitment. In accordance with the Disability Discrimination Act, Dulwich Prep & Senior seeks to treat those with disabilities as favourably as those without disabilities. Accordingly, we will make reasonable arrangements, wherever practicable, to avoid putting those with disabilities at a disadvantage.

SAFEGUARDING

Dulwich Prep & Senior is committed to safeguarding and promoting children's and young people's welfare and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening and training appropriate to the post, including checks with past employers, online checks, and an enhanced criminal records check with the Disclosure and Barring Service.

Schools' Inclusion Alliance

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We are an equal opportunity employer and welcome applications from individuals of all backgrounds.

We believe in fostering a diverse and inclusive work environment where all employees are valued and respected for their unique perspectives and contributions.

We are proud members of the Schools Inclusion Alliance and the Government's Disability Confident Scheme.

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