

Grove Road Primary School



JOB DESCRIPTION

Job Title: Afterschool Club Playworker

Location: Grove Road Primary School, Tring

Hours: Part-time, 3:00 PM - 6:00 PM, Monday to Friday, Term Time Only

Salary: Salary Range, £8.00 to £13.05 per hour

Reports to: Afterschool Club Manager

Job Purpose:

To provide high-quality care and play opportunities for children aged 4-11 years in a safe and stimulating environment during afterschool hours.

Key Responsibilities:

- **Supervision and Care:** Ensure the safety and well-being of all children attending the afterschool club.
- **Activity Planning:** Plan and deliver a range of engaging activities, including arts and crafts, sports, games, and educational projects.
- **Support Learning:** Assist with homework and provide support to children in their learning and development.
- **Positive Environment:** Foster a positive, inclusive, and respectful environment where all children feel valued and supported.
- **Communication:** Maintain effective communication with parents, carers, and school staff regarding children's progress and any concerns.
- **Health and Safety:** Adhere to all health and safety regulations and school policies, ensuring a clean and safe environment.
- **Record Keeping:** Maintain accurate records of attendance, incidents, and any other relevant documentation.
- **Team Collaboration:** Work collaboratively with other playworkers and staff to ensure the smooth running of the club.
- **Food Preparation:** Assist with food preparation and serve healthy snacks and light meals for children, considering dietary requirements and allergies.

- **Hygiene Standards:** Ensure all food preparation areas and equipment are kept clean and hygienic, following food safety regulations.

Person Specification:

- **Qualifications:** Relevant childcare qualification (e.g., NVQ Level 2/3 in Play work or Childcare) is desirable.
- **Experience:** Previous experience working with children in a play work or childcare setting.
- **Skills:** Strong communication and interpersonal skills, creativity in planning activities, and the ability to manage challenging behaviour.
- **Attributes:** Enthusiastic, patient, reliable, and committed to providing high-quality care for children.

Additional Requirements:

Checks & Vetting: DBS Check, Occupational Health Check, Online Search, Right to Work and other pre-employment checks will be carried out before appointment.

Training: Willingness to undertake relevant training and professional development.