



St Christophers Academy Application Pack

Before & After School Club Playworker SEND Experience





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INTRODUCTION

Welcome to St Christophers Academy and the Bedfordshire Schools Trust. Thank you for expressing an interest in our current vacancy.

We have collated this application pack to provide you with all the information you should need to enable you to apply for this role.

However, if you would like any further information or would like to make a visit to our academy, please contact:

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St Christophers Academy

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www.stchristophersacademy.org



ABOUT BEST

The Bedfordshire Schools Trust (BEST) is a multi-academy trust providing exceptional education across our community of 11 schools and five nurseries.

Since forming in 2016, we have grown significantly into one of the largest trusts in the county. We now educate 8,000 children across the area, from nursery age to advanced level study, and have over 1,000 members of staff.

It is our aim to grow the BEST in everyone, and everything we do is driven by our values. We will:

- Always put children first
- Collaborate to support and compete to challenge
- Provide community-based provision
- Have the courage to be compassionate

Our aims can only be achieved if we recruit, retain and develop the highest quality workforce – and we want those we employ to be valued in the workplace.

As a single employer, we are able to offer all our staff a fantastic range of benefits, including an excellent working environment, opportunities for career development and training, and discounts and deals that will help save you money.

Full details can be found in our BEST People staff benefits brochure, available for download from our MyNewTerm careers page, or on our website at

www.bestacademies.org.uk/jobs

The formative years of BEST have been a real success story – and we are looking forward to an exciting future, too.



ABOUT ST CHRISTOPHERS ACADEMY

St Christophers Academy is a primary school with approximately 380 pupils located in the town of Dunstable, close to the border with Luton.

In our most recent Ofsted report (February 2025), we were judged as Good by inspectors.

We are an inclusive and diverse school which enjoys growing our staff and pupils alike. Pupils come from a range of backgrounds and this rich cultural diversity is celebrated.

Our ethos is firmly built on relationships and trust and on a strong conviction that the individual lies at the heart of the school.

There is a tangible sense of shared values that are strongly held, and this is at the heart of what makes our school vibrant, dynamic and distinctive.

We have a strong sense of community and have been described as 'a village school within a town', a description that captures the very essence of our identity.



JOB DESCRIPTION

JOB TITLE:	Before & After School Club Playworker (SEND Experienced)
BASED AT:	St Christophers Academy
SALARY/GRADE RANGE:	NJC Scale 1D P 3 pro rata (FTE £24,976) Term Time
RESPONSIBLE TO:	School Business Manager
HOURS:	22.5 HOURS PER WEEK Mornings 7:30-9am Monday to Friday Afternoons 3:00 to 6pm Monday to Friday Term time including staff training days

Bedfordshire Schools Trust (BEST) comprises ten flourishing academies and five Nurseries delivering first choice education, from Early Years to Advanced Level study. Our vision is 'to grow the BEST in everyone.' We believe in the importance of high expectations, hard work and the development of a community of schools where each of us strive to 'be the best that we can be.' Our schools work together to add value and compete to continually improve.

PURPOSE OF ROLE

To assist the Before and After School Club Leader in providing the smooth running of the Before and After School Club. Following instructions and planned activities and helping to ensure that there is an excellent standard of provision which offers a variety of activities for pupils (aged 2-11) to enjoy in a relaxed and calm environment before and at the end of the school day. Hours will be from 7:45am-8:45am and 3:15pm to 6pm. To use your SEN experience to provide children with additional support if required.

MAIN DUTIES AND RESPONSIBILITIES

To ensure that the care you provide is consistent, effective and of an excellent standard. To follow the planned activities effectively and to build and maintain professional relationships with parents and children. To interact with the children and ensure that their time is enjoyable and safe. Provide food according to the planned menus and occasional first aid.

- To promote the school behaviour policy and supporting children to resolving conflicts in a positive way.
- To assist with both inside and outside play activities encouraging all children to take part, to co-operate and show respect for others.
- To ensure that pupils are kept safe and away from areas that are out of bounds. To be aware of security procedures with regard to entrance and exits.
- To represent the school and demonstrate the schools values on a daily basis.



- To be aware of responsibilities under child protection legislation and report any concerns to the Safeguarding Lead or the Principal
- To take part in the school's performance management framework for support staff and participate in training and development activities as required.
- In addition to the specific responsibilities of the post, as a member of the support team, the post holder will be expected to assist with other tasks of a similar nature, appropriate to the grade, as directed by the Assistant Principal.

In addition, all school employees are expected to:

- Have a full commitment to the Academy's Equal Opportunities Policy and acceptance of personal responsibility for its practical application.
- Uphold and comply with the statutory provisions of the Health and Safety at Work Act and any other associated legislation or Policies and procedures.

Safeguarding:

As a school we are committed to the safeguarding of children and adults. All job offers will be subject to a DBS check and two satisfactory written references.



PERSON SPECIFICATION

Education and qualifications	Essential	Desirable
Education and qualifications	Experience of working with children and SEND	First Aid qualification Food Hygiene Certification Childcare qualification
Skills and abilities	Able to relate to children and show examples of initiating play and encouraging independence Clear and appropriate communication skills Ability to follow instructions, written and verbal Ability to use initiative	Understanding of school procedures and policies Understanding of GDPR and confidentiality.
Experience	Experience working with children.	Experience in a school environment. Experience of following written planning Experience of working within a similar setting
Knowledge	An understanding of safeguarding and keeping children safe	Is aware of the latest updates to policies in KCSIE and has recently attended Safeguarding and Prevent training. Key operational policies and procedures e.g. health & safety, child protection, behavior management and administering of medication Knowledge of Safeguarding and Keeping Children Safe in Education
Disposition	Enthusiastic and friendly Honest, trustworthy and reliable Reflective Flexible approach Commitment to Equal Opportunities Commitment to Continuous improvement Creative	Organised and self-motivated Confident to initiate new plans or ideas



HOW TO APPLY

We use an application form, rather than asking for CVs, for most vacancies. This ensures all applicants present their information in the same standardised format and tell us only what we need to know.

Apply online via the MyNewTerm website at www.mynewterm.com before the closing date.

Closing date: 24th May 2026

Interview date: W/C 1st June 2026

*The academy reserves the right to interview upon application if they so wish.

BEST is an equal opportunities employer and we are committed to encouraging equality, diversity and inclusion among our workforce.

We are committed to safeguarding and promoting the welfare of children. All offers of employment will be subject to satisfactory pre-employment checks and references, including enhanced Disclosure and Barring Service (DBS) clearance.

Strictly no agencies.

We look forward to receiving your application.

