



Job Advert

Vacancy - Out of Hours Supervisor

Setting - Heighington C of E Primary School, Hopelands, Heighington DL5 6PH

Band 2 SCP 4 - £25,185.00 per year (pro-rata)

15 hours per week, term-time only, permanent

We are looking to appoint a dedicated Out of Hours Supervisor to join our friendly team, providing childcare at our After-School Club each day between 3pm - 6pm.

You will be responsible for providing or arranging a range of activities that are suitable for children aged 3-11. Required from September 2026.

Duties will include:

- Taking part in the delivery of safe, creative, appropriate play opportunities in a fun and caring environment
- Keeping children safe and minimizing risks in the play environment
- Helping ensure the safe arrival of children at the club and safe delivery to Parents and Carers at the end of the session.
- Providing snacks and refreshments to the children
- Administering first aid as appropriate
- Being responsible for tidying rooms and taking care of school equipment
- Working within agreed policies and procedures and being aware of staff responsibilities around the safeguarding of children in our care.

Previous working with children is essential.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure and Barring Service Check.

Closing Date Sunday 30th August 2026