

JOB DESCRIPTION – Playworker

Job title	Playworker – Before and After School Childcare
Grade	Support Staff Band B (Pt 3-5)
Responsible to	Wraparound Manager
Effective from	February 2026

SUMMIT LEARNING TRUST Mission Statement

Success through Endeavour
Ambition through challenge
Strength through diversity

Role Purpose:

- Provide Play as part of the Extended Services team provision in school.
- Assist the Deputy Manager in developing and delivering high quality provision for children in the before and after school facility in school.

Key Function

- Efficient and effective delivery of before and after school childcare.

Main Duties and Responsibilities

- Implement curriculum planning for children engagement following the lead from the Deputy managers including:
 - Setting up of resources
 - Engaging with children
 - Assessing and recording progress
 - Clearing away
- Use initiative in developing pupil displays, discussing with Deputy Managers aspects around resources, space availability
- Ensure facility is ready for use including food preparation and eating areas, play spaces
- Carry out Key Worker role by:
 - Maintaining close liaison with class teachers in order to be aware of and respond appropriately to the needs of all children in your care
 - Ensure excellent provision in place for the children including preparing activities, their delivery and evaluation

- Understand and apply the school behaviour systems in order for the children to learn and play within agreed parameters
- Work in close partnership with all school staff and support the whole school ethos
- Engage with personal Performance Management opportunities and identify and attend relevant personal Continuing Professional Development (CPD)
- Support the Manager and Deputy Managers in promoting and safeguarding and welfare, being specifically responsible for the children, young people and vulnerable adults s/he is responsible for, or comes into contact with
- Refer any safeguarding issues to the Deputy Manager immediately.
- Advise Deputy Manager of personal thoughts for how finances could be best used to maintain and develop the provision.
- Support the Deputy Managers in the setting up, use of and clearing away of resources
- Report any health and safety concerns to the Deputy Managers
- Be responsible for carrying out any other duties as required by the school which are commensurate with the post.

Accountabilities

- Participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.
- Comply with individual responsibilities, in accordance with the role, for Health & Safety in the workplace.
- Ensure that all duties and services provided are in accordance with the Academy's Equal Opportunities Policy.
- Have a responsibility for, and be committed to, safeguarding and promoting the welfare of children, young people and vulnerable adults.
- Have an awareness of whole school issues that affect the well-being and education of the child.

Notes

- This job description is not necessarily a comprehensive definition of the post and may include any other duties commensurate with the grading of the post.
- It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post-holder.

Job Description issued by the Principal:	
Copy received by:	
Date:	