



# MILTON PARK Primary School

## Milton Park Primary School After School Club Assistant Vacancy

**Contract Type:** Permanent

**Salary:** Grade B £8,164.13 - £8,273.14 Actual Salary (£25,614- £ 25,956 FTE)

**Working Pattern:** 13.75 hours a week, Monday to Friday 3:15pm – 6pm, 39 weeks a year

**Reporting to:** Kingfisher Phase Lead

Milton Park Primary School are looking to appoint an After School Club Assistant for our Kingfisher Club starting as soon as possible (to be agreed with the successful candidate)

At Milton Park Primary School, we are proud of our diverse and warmly inclusive community in which many languages, cultures and children with special educational needs learn together. The successful candidate will be based in the school's onsite After School Club and assist in providing a caring, secure environment through individual attention and group activities to facilitate an appropriate range of leisure activities for children between the ages of 4-11.

We are looking for someone who will:

### Essential

- To demonstrate that you can work on your own initiative, be part of a team, take instruction and constructive criticism
- Have energy, enthusiasm and ability to be flexible
- A commitment to the provision of high-quality childcare
- Creativity to devise new ideas and engage the children in activities
- Be patient, punctual, reliable and trustworthy
- To work within agreed policies, including child protection, behaviour management, Health and Safety, Equal Opportunities as well as adhering to the school's safeguarding policies and procedures
- Maintain positive relationships with children, colleagues and parents
- Interest in the care, learning and development of young children

### Desirable

- Previous experience of play work
- Good organisational and planning skills
- Safeguarding and Awareness Certificate
- First Aid Certificate
- Level 2 Food Hygiene Certificate

*The Gateway Trust is an equal opportunity employer and is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and Disclosure and Barring Service.*

*We regularly review applications and reserve the right to close an advert early if we identify suitable candidates. To avoid disappointment, submit your application as soon as possible.*