



St Mary's School  
Gerrards Cross

Wrap-Around Care  
HUB Supervisor  
February 2026  
Part-time



St Mary's is a happy, welcoming school where every member of our community is valued. We are looking for a friendly, professional, and highly organised School Trip Administrator / Receptionist to join our busy school office and play a key role in the smooth running of our school.

We are seeking a Wrap-Around Care Supervisor to work in our Prep Department to supervise children that stay after school. This is a term time only role between the hours of 3.45pm-6.15pm Monday to Friday. Duties would include planning, organising and supporting age appropriate games, arts and crafts and supervising outdoor play activities. This would suit someone local that is looking to return to the workplace on a part-time basis.

**Closing date: 9:00am Monday 9th February 2026**  
**Interview: W/C Thursday 12<sup>th</sup> February 2026**

Early applications are advised as the school reserves the right to appoint at any stage during the application process.

For further details and an application pack, please contact the school on [hradmin@stmarysgx.co.uk](mailto:hradmin@stmarysgx.co.uk) or from our website [www.stmarysschool.co.uk](http://www.stmarysschool.co.uk)

***St Mary's School is committed to safeguarding and promoting the welfare of children and young people in its recruitment and selection of job applicants. The school expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS and qualification check.***