



Playleader

JOB DESCRIPTION

Role Purpose:

The purpose of this role is to help create a safe, inclusive, and engaging environment for children during playtimes by organising activities, encouraging positive behaviour, and supporting social interaction. To promote cooperative play, help resolve minor conflicts, and ensure that all pupils—especially those who may be shy or less confident—feel included.

Key Accountabilities:

Reporting to the Lead Pastoral Practitioner, this post holder will be accountable for

- Ensure safe and supervised play - Monitor children during lunchtime to maintain a safe environment, manage risks, and ensure school policies are followed.
- Facilitate inclusive play - Organise and lead age-appropriate games and activities that encourage participation from all pupils, including those who may be reluctant or have additional needs.
- Promote positive behaviour - Model and reinforce good behaviour, encourage cooperation and kindness, and help children develop social skills.
- Support conflict resolution - Help pupils manage disagreements calmly, use restorative approaches, and guide them in developing problem-solving skills.
- Encourage physical activity - Provide opportunities for active play that support health, coordination, and physical development.
- Manage play equipment - Set up, maintain, and safely store play resources, ensuring they are used appropriately.
- Build relationships with pupils - Foster trust and rapport so children feel supported, valued, and confident to join in activities.
- Communicate with staff - Report concerns, incidents, or notable behaviour to teachers or senior staff, and contribute to improving playtime provision

Culture

- Responsible for the Health and Safety, security and welfare of self and colleagues in accordance with E-ACT's policies and procedures, reporting all concerns to an appropriate person.

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- Responsible for working in accordance with E-ACT's policy relating to the promotion of Equality, Diversity and Inclusivity

Undertake any other duties appropriate to the grade of the post as requested by your Line Manager

E-ACT is committed to safeguarding and promoting the welfare of its students and expects all employees and volunteers to share in this commitment.

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PERSON SPECIFICATION

Whether you're a 3 year old in nursery learning to explore the world around you, an 18 year old preparing to go to university, a new teacher understanding the demands of the job, a Head Teacher leading the learning in your academy, a member of the regional team ensuring efficient and effective operations or a trustee scrutinising and challenging the CEO, we want every single person within E-ACT to be driven by three core values:

- We want everyone to **think big** for yourselves and for the world around you;
- We want everyone to **do the right thing** in everything you do, even when this means doing something that's hard, not popular or takes a lot of time;
- We want everyone to show strong **team spirit**, always supporting and driving your team forward

We really believe that if we all do the right thing, support our teams and we all think big, believe big, act big, then the results will be big too!

This means that if you want to be part of E-ACT, you need to be able to embrace and embody these values in all that you do.

OUR VALUES

Thinking Big	<ul style="list-style-type: none">• Show energy, enthusiasm and passion for what you do• Demand the highest quality in all that you do, and in the work of your team• Willing to champion new ideas and think beyond the status quo• Show an ability to think creatively and 'outside of the box' in your area of expertise, continually seeking improvements in what you do to make the organisation better• Be open to new ideas and change where it will have a positive impact on the organisation• Show a willingness to embrace different ideas and ways of thinking to improve E-ACT• Ability to 'look outside' – to continually learn about innovations in your field, new ways of doing things, and bring that learning into your work• Commitment to self-development, and developing your wider Team
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	<ul style="list-style-type: none"> • Ability to self-reflect on yourself, your performance, and to think about how this could be improved further • Ability to encourage ideas from others in order to improve the organisation and build your team's confidence
Doing the Right Thing	<ul style="list-style-type: none"> • Have integrity and honesty in all that you do • Make decisions that are based on doing the right thing, even when this means that they're unpopular or will lead to more work • Take responsibility and ownership for your area of work • Have difficult conversations or deliver difficult messages if that's what's required to do the right thing by our pupils • Be transparent and open • Be resilient and trustworthy • Stand firm and stay true to our mission
Showing Team Spirit	<ul style="list-style-type: none"> • Understand how you can have a greater impact as a team than you can as an individual • Understand how you are part of your immediate team but also a much wider organisational team, in working towards our mission • Recognise that everyone is important within E-ACT, and show an ability to build strong working relationships at every level • Recognise and celebrate the success and achievements, no matter how small, of your colleagues • Be generous with sharing your knowledge to help to develop others • Understand and be willing to receive suggestions and input on your area of work from others • Support your colleagues, even when this means staying a little later, or re-prioritising some of your work • Be aware of other peoples' needs and show an ability to offer genuine support • Show an awareness and respect for peoples' differences, and recognise how different characteristics and personal strengths build dynamic and great teams

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KNOWLEDGE, EXPERIENCE & SKILLS

Requirement **Assessed at**
E – Essential **A – Application Stage**

D – Desirable **I – Interview Stage**

P – During the probationary period

		E	D	A	I	P
Organisational Fit	Thinking Big	X		X	X	X
	Doing the Right Thing	X		X	X	X
	Showing Team Spirit	X		X	X	X
Knowledge	Understanding of child development and how children learn through play, including social, emotional, and physical development.	X		X	X	X
	Current First Aid qualification (or willing to work towards	X		X	X	X
	Awareness of child protection/safeguarding with up-to-date training (or willingness to undertake training)	X		X	X	X
	Knowledge of effective play activities, including age-appropriate games, cooperative play strategies, and ways to engage different personalities and abilities.	X		X	X	X
	Safeguarding and child protection awareness, including knowing what signs to look for and how to report concerns following school procedures.		X	X	X	X
	Inclusion and diversity, understanding how to support children with additional needs, cultural differences, or social challenges to ensure everyone can participate.		X	X	X	X
Experience	Supporting children in a school or childcare setting	X		X	X	X
	Leading or supervising group activities	X		X	X	X
	Experience working with children of different ages and abilities	X		X	X	X
	Managing behaviour and promoting positive interactions	X		X	X	X
	Working as part of a team		X	X	X	X
Skills	Strong communication skills	X		X	X	X

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	Teamwork and collaboration	X		X	X	X
	Behaviour management	X		X	X	X
	Awareness of safeguarding	X		X	X	X
	Conflict resolution:	X		X	X	X
	Empathy and patience	X		X	X	X
	Creativity and imagination:	X		X	X	X

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