

## **Alder Grove CofE Primary School**

### **Playworker**

#### **JOB DESCRIPTION**

**Salary: Grade 2, SCP 3, £24,796 FTE (actual salary: £6,248.03/annum)**

**Hours: Monday to Friday, 3.15pm to 5.30pm, 11hrs 15 mins per week.**

**Contract type:** Permanent, Term Time.

**Reporting to:** Operations Manager

#### **Context of Role:**

- Assist with the day-to-day activities of the club in providing a caring, secure environment, through individual attention and group activities within the framework of the school's policies and procedures.
- To provide a high standard of physical, emotional, social and intellectual care for children in the setting.
- To work as part of a team in order to provide an enabling environment in which all individual children can thrive.
- To ensure the health and safety of children during the sessions.

#### **Playworker:**

The main responsibilities for this post are:

- Prepare for and deliver planned quality play opportunities within a safe and caring environment for EYFS, KS1 & KS2 children.
- Supervise pupils in their play.
- Help promote pupil good behaviour.
- Prepare and provide refreshments guided by the Club Supervisor, ensuring hygiene and health and safety standards are met.
- Set up and clear away activities, toys, tables, chairs, cutlery etc.
- Washing dishes, cutlery, containers etc.
- Cleaning floor, surfaces, cupboards, tables, toys and equipment.
- Administering first aid when necessary.
- Undertaking appropriate and relevant training to include safeguarding and first aid.
- Any other duties that reasonably fall within the purview of the post which may be allocated after consultation with the post holder .
- To build and maintain successful relationships with pupil, treat them consistently, with respect and consideration.
- To read, understand and adhere to all policies and procedures relevant to your role and the safe running of the setting, including safeguarding and confidentiality.
- To attend where appropriate, staff training and after school meetings.

#### **Impact on Wider School:**

- To promote and support the principle that all staff are leaders of learning.
- To have high expectations of all pupils.
- To think creatively and imaginatively to anticipate and solve problems and identify opportunities.
- To liaise with staff to ensure smooth transition from one phase to another.

**Other Professional Requirements:**

- To operate at all times within the stated policies and practices of the school.
- To establish effective working relationships and set a good example through their presentation and personal and professional conduct.
- To contribute positively and effectively to keeping children safe in education by following the school's safeguarding procedures and policy.
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school and students.
- To take responsibility for own professional development and duties in relation to school policies and practices.