



JOB DESCRIPTION

Salary: £12.24 per hour

Hours: Hours 3.30 - 6.00pm Monday to Friday (12.5 hours a week term time only)

Start date: 1st September 2022

Coldfall Primary School is seeking a compassionate, patient and resilient Playworker to work in the school's After School Club alongside experienced staff.

Duties and Responsibilities

Activity Planning

1. To provide a safe, creative and appropriate play opportunities for the children
2. Preparing activities and arranging equipment

Liaison

1. To help to develop and maintain good relationships and communications with immediate colleagues, parents/carers as appropriate.
2. To consult with children and involve them in the choosing activities.
3. To share good practice with other staff as needed

Hall and playground maintenance

1. To notify centre management of any defects in play equipment
2. To clean up after activities including toilets as required, and ensure any equipment and resources used are stored appropriately.

Supervision and care of children

1. Ensure that activities are carried out in a safe and responsible manner in accordance with statutory responsibilities and Coldfall policies
2. Work within Coldfall guidance on general risk assessments for children of that age.
3. To actively promote and support the safeguarding of children and young people in the workplace, observing setting policies and procedures to keep children safe from harm.

4. To manage appropriately children's behaviour ensuring they do not harm themselves or others.

Direct Playwork

1. Plan and deliver a wide range of creative and enjoyable activities
2. Consult with the children in order to plan activities
3. Ensure that play meets the full range of children's needs and helps with development under the guidance of the Club leader.

Other

1. To promote the aims and objectives of Coldfall Primary School
2. To understand and adhere to setting policies, procedures and standards at all times;
3. To provide the highest standards of physical and emotional care, health and safety, first aid needs and food hygiene at all times;
4. To assist with the preparation and maintenance of materials and equipment
5. Observing and recording behaviour and outcomes, recording accidents in the accident book
6. To offer a high quality, inclusive environment which meets the needs of all children, regardless of culture, religion, and physical, cognitive or emotional development
7. To undertake such other duties and responsibilities of an equivalent nature as may be determined from time to time by the school

Candidate Specification

ESSENTIAL	DESIRABLE
<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • An understanding of the principles of Playwork • A commitment to the provision of high quality childcare • A positive approach to learning and gaining new skills through teamwork and training opportunities • Enthusiasm for consulting with children • Creativity to devise new ideas and engage the children in activities • A commitment to and understanding of safeguarding children • An awareness of the needs and challenges of children with disabilities 	<ul style="list-style-type: none"> • Previous experience of Playwork with children with disabilities aged 5-16 in a voluntary or paid capacity • Knowledge of the care, learning and development of children with disabilities
<p>Personal qualities</p> <ul style="list-style-type: none"> • Excellent communication skills, with children, colleagues, advisors and parents/carers. • Patient, punctual, caring, reliable and trustworthy • A positive approach to inclusive practice, with children, parents/carers and colleagues 	<ul style="list-style-type: none"> • Good organisational and planning skills • Flexibility/ adaptability • Able to work in small teams

Coldfall Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post is subject to an enhanced Disclosure and Barring Service check (DBS) as well as other pre-appointment checks outlined in Keeping Children Safe in Education (September 2021).

At Coldfall we ensure fairness and equal opportunities throughout our staff team and welcome applications from suitably skilled candidates regardless of ethnicity, gender, disability, sexuality, religion or age.

Coldfall is an actively anti-racist school.

*Coldfall Primary School
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