



Winsford High Street Community Primary School

Person Specification

Before School Club Manager

	ESSENTIAL	DESIRABLE
QUALIFICATIONS AND EXPERIENCE Evidenced in: • application form • interview	• Experience of working with children and young people • Experience of working in an out of hours / holiday club provision • Level 3 or above Early Years qualification	• Experience of working in an out of hours / holiday club provision • Experience of Team Leadership • A current Paediatric First Aid certificate • A current Basic Food Hygiene certificate • A knowledge and understanding of the Health and Safety regulations within a school environment.
Skills and Abilities Evidenced in: • application form • interview • Reference	• Excellent organisational and communication skills • Ability to lead and work constructively as a team to sustain and maintain positive relationships • Ability to provide and facilitate safe, creative & purposeful play. • Ability to establish positive, professional and constructive relationships with pupils, parents/carers and other professionals • Ability to meet children's individual needs, and ensure equality of opportunity. • Ability to maintain confidentiality on all school matters, in a professional manner	
PERSONAL QUALITIES Evidenced in: • letter of application • interview • eference	• A personal commitment to equal opportunities. • A commitment to providing a fun, safe and supportive environment for all children. • Willingness to participate in further training and developmental opportunities offered by the school and county, and wider to further knowledge.	

