



JOB DESCRIPTION

WRAPAROUND PLAYWORKER

BASIC JOB PURPOSE

To provide a high quality, inclusive play- and care-centred service that meets the needs of children and their families, in line with school policies and procedures, national guidelines for Out of School Care and statutory guidance on Safeguarding Children.

NO	MAIN RESPONSIBILITIES
1.	Supervise children and plan and prepare creative and appropriate play opportunities for them.
2.	Check that play materials and equipment are used and stored correctly and report any worn or damaged equipment to the club supervisor.
3.	Assist children with their personal hygiene tasks and at snack time, as appropriate
4.	Refer concerns relating to child protection in accordance with the school's safeguarding policy.
5.	Assist in assuring the safety of all children in the event of a fire, fire drill or other emergency and, if qualified, administer first aid when necessary.
6.	Clean and tidy the play area at the end of each session.
7.	Ensure safe arrival and departure of children and young people.
8.	Promote positive attitudes and attend meetings, as requested, to contribute to the smooth running of the club.
Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the Head Teacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.	

PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Qualifications	Childcare qualification NVQ level 2 or equivalent		Application form
Experience	Previously worked with children	Experience of employment	Application form Interview References
Job Related Knowledge	- Ability to support a safe, fun, stimulating and creative environment - Ability to support children's play individually and in groups - Ability to support the ethos of our school	Experience of working with children with a range of needs and age groups	Letter of Application Interview
Skills and Aptitudes	- Commitment to the safeguarding of all children - Ability to communicate effectively with children and adults - Ability to work effectively and collaboratively as part of a team - Understanding of the importance of confidentiality of information	- Basic ICT skills - Ability and willingness to contribute to the wider life of the school	Letter of Application Interview References
Other Requirements		Excellent attendance record.	Interview References