

Larkfields Infant School



Before and After School Club Playworker- Job Description

Responsible to the Play Leader and Head Teacher

General description:

To provide a breakfast and after school club for children aged 4 to 7 years old.

Key Responsibilities include:

- To provide high quality childcare within a safe and stimulating environment
- To develop strong trusting relationships with the children
- Prepare and deliver a range of suitable activities for the children accessing the club
- Preparing nutritious meals/snacks
- Ensuring crockery and cutlery are washed and put away
- To clean up after sessions including bathroom facilities
- Being responsible for ensuring all materials and equipment are properly used, maintained and put away.
- To report all defects in play equipment to the play leader
- Carry out all responsibilities and activities within an equal opportunities framework
- Working within all agreed policies and procedures
- Access training when required
- Maintaining confidentiality
- To record accidents in the accident book
- Liaising and communicating with parents
- Being punctual and flexible with working hours

Qualifications	Essential	Desirable
Qualification in childcare or the equivalent	*	
Experience		
Experience of working with children within a school or childcare setting	*	
Personal Qualities and Skills		
The ability to inspire and motivate children	*	
Excellent inter personal skills	*	
Excellent behaviour management skills	*	
Ability to work as part of a team	*	
Ability to work on own initiative	*	
Ability to use judgement and common sense	*	
Excellent oral and written communication skills	*	
Able to maintain confidentiality	*	
Commitment to own professional development	*	
Certificates in safeguarding, health and safety, food hygiene and first aid		*
Commitment to safe guarding and promoting the welfare of our children	*	