

Job Description

Job Title	Play Worker (GPA)
Reports to	Play Coordinator
Line Management of	N/A
Working Hours & Pattern	11.67 hours per week, term time only
Salary / Grade	Pathway 1
Date Last Evaluated	May 2024
Core Purpose	Working as a member of the play team, you will ensure that all our children have meaningful lunchtime play every day. You will work as a member of the play team to create a safe and stimulating outdoor environment providing social, active and creative play experiences for all. The play team is also responsible for ensuring that all our children have a pleasant eating experience at lunchtime, whilst maximising the time they can spend outside playing. You will support all our children as they eat and are responsible for clearing and cleaning after the children have eaten

Key Responsibilities	
	<ul style="list-style-type: none"> • Work as part of the play team to cover all lunchtime tasks daily. This will include sessions outside • Work with the play coordinator to ensure all children have access to exciting play opportunities every lunch time. • Facilitate play opportunities and act as an ambassador for play. • Work with the site manager, play coordinator, and play team members to ensure that all our children have a safe site for play. • Coordinate and communicate between play zones and ensure all children have eaten lunch • Assess play areas for risks daily and communicating/implementing any changes required. • Assist with putting out and packing away of play equipment/kit. • Record and report incidents of note that occur during lunchtime – e.g. site issues, behaviour, first aid. • Assess and deliver first aid to pupils (if trained). Assist with first aid reporting. • Coordinate and communicate with the play coordinator, play colleagues and the catering team to ensure that all children are served promptly in a scheduled manner, to minimise queuing and maximise play time outside. • Assist children at lunch, eg getting seated, opening packets, spillages, disputes, clearing plates / cutlery and encouraging good eating and social skills. • Clear and clean during service (eg spillages, assisting with waste food, trays and cutlery). • Offer care, support and advice for children during lunchtime. • Contribute ideas and suggestions to improve the team practices and performance. • Promote and safeguard the safety and welfare of children in accordance with school child protection and behaviour management policies. • Support and uphold the school's values system, our four school rules and reward pupils with verbal praise for positive attitudes and behaviours. • Attend periodic team meetings and/or training for professional development.

- Assist with training new team members.

Job context

The post holder will work under the general direction of the play coordinator. The play coordinator is directed by the headteacher/governing body who will take the lead on the strategic direction of the school, setting its philosophy and its vision. The post holder will have an important role in working directly with our children; working alongside the play coordinator and other play team members to deliver a programme of activities that is appropriate to the age and needs for the children in their care.

Supervision and work planning

The play team member will not be required to supervise staff within the setting but will need to work with the play coordinator on planning activities for the children. It will be incumbent on the Play Team to supervise children at all times. Please note: this supervision may be at some distance depending on the school's play policy (methods of supervision could include direct, remote and roaming).

Problems and decisions

The play team member will be required to resolve day to day issues of a practical or routine nature amongst the children, but issues of an operational or organisational nature should be referred to the play coordinator.

Working environment

The working environment will be part, or all of the school premises or accommodation selected by the school. Areas of high use are the outdoor play spaces (playgrounds, field, MUGAs, outdoor seating, wooded / scrub areas, ') and classrooms, but not restricted to these.

Equipment

- Play materials (eg scrap materials, loose parts, sports kit, storage containers, logs) are in regular use.
- Cleaning equipment (brooms, bags, sprays, cloths etc).
- Folding tables/chairs.
- First aid kit.

General Responsibilities

- Take on any additional responsibilities which might from time to time be reasonably determined
- Create and maintain positive and supportive relationships with staff, parents, business, community and other partners including the Board
- Demonstrate a positive commitment to equality and diversity

- Engage with appropriate training opportunities to promote professional effectiveness in this role
- Promote a flexible approach to meet the changing needs of the Trust.
- Ensure the Academy receive adequate support to meet operational objectives.

Trust Responsibilities

In addition to the specific responsibilities of this post, every member of staff at the Trust will commit to:

- Providing a courteous and efficient service at all times
- Using their influence with other staff and students to promote high standards of behaviour and order within the Trust
- Working to maintain the Trust at the forefront of educational practice
- Fostering and sustaining a culture of leadership and creativity within all aspects of the Trust's operation
- Promote the safeguarding of all learners.

The duties and responsibilities listed above describe the post as it is at present. It cannot be read as an exhaustive list of duties and may be altered at any time with Academy approval.

Note: Every job description in the organisation will be subject to a review either:

- **On an annual basis at the time of the annual appraisal meeting, or**
- **As a result of a change in strategic direction, or**
- **As a result of a team/operational requirements, or**

It is the shared responsibility of the post holder and their manager to ensure that the job description is kept up to date.

Person Specification

Attribute	Essential or Desirable	Assessment
Qualifications		
None required	N/A	N/A
Knowledge and Understanding		
Knowledge and/or understanding of the Playwork Principles	D	A/I
Literacy and numeracy: Ability to follow written guidance and procedures	E	A/I
Problem solving: Ability to identify and resolve straightforward problems and refer complex problems to an appropriate member of staff	E	A/I
Skills and Abilities		
Verbal and written skills: Play team members will be required to record incidents swiftly and add to appropriate central school records	E	A
Ability to give clear verbal instructions to children and team members.	E	A
Ability to follow good protocol.	E	A
Enjoy working with young people (all ages in the primary school range 4 – 11 years).	E	A
Positive and supportive attitude towards young people of all ages, abilities and backgrounds	E	A
Confident in working with and able to influence and negotiate with children from Reception (4 years old) to Year 6 (11 years old).	E	A
Strong teamwork skills; enjoy being part of a team, supportive, flexible and reliable	E	A/I
Practical, solutions driven	E	A/I
Friendly, approachable and caring manner	E	A/I
Dependable, with good time keeping	E	A/I
Willingness to try new things and work outside of their comfort zone	E	A/I
Experience		
Previous experience of play work or working with children	D	A
Previous first aid experience	D	A/I
Personal Commitment		
Demonstrate and adhere to TDET and Academy's Core values	E	A/I
Commitment to equality and diversity in the workplace	E	A
Adhere to GDPR guidelines and the Academy's internal procedures	E	A
Adhere to the Academy's Safeguarding and Prevent policy and procedures	E	A/I
Adhere to TDET's Health and Safety policy and procedures	E	A

Assessment methods

A – Application I – Interview T – Task/Activity L – Lesson Observation R – References