



Oreston Community Academy



Permanent Lighthouse Manager

Lighthouse Manager, annualised hours contract (Grade D, SCP8-14)

Hours: 14 hours per week over 38 weeks, plus 15 days per annum (9 hours per day) to be worked in the Holiday Club as per rota requirements.

Plymouth legacy pay scales, Grade D, SCP8-14. Annual salary £10,279 - £11,320 per annum (pro rata of £25,992- £28,624 per annum)

Pay: (Grade D, SCP8-14)

The school is seeking to appoint an enthusiastic, conscientious, and self-motivated Team Leader for the before / after school and holiday club known as Lighthouse Club.

This is an exciting new chapter for the club to continue its growth in providing a safe, exciting, and enriching environment for young people. The role of Team Leader is to provide the day to day operations of this provision and take a proactive role in continuing to build the provision on offer. This role includes:

- Support with ensuring the provision of a caring, safe, secure and stimulating environment in the out-of-school childcare.
- Support with records of attendance and bookings in liaison with the manager and dedicated admin support.
- Awareness of requirements as set nationally by the Department for Education, including working ratios and activity planning.
- Contribute to planning of a varied menu of appropriate play activities for children and lead on implementation of activities.
- To ensure confidentiality of information received.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS disclosure is required for this post.

To apply for any of the positions, please complete an application form that can be found on our school website www.orestonacademy.com

Please send completed application forms to admin@oreston.com

Closing date: 10th January 2025

Interview date: TBC