

Job Title:	OOSC Play Worker	Reports To:	OOSC Play Leader
Area:	Out of School Club (OOSC)	Direct Reports:	None
Hours of Work:	Various Shifts Mon-Fri, Term Time Only	Scale:	A1 . 2

Core Purpose:

The post holder will be responsible for ensuring that the Out of School Club provides high quality childcare, within a positive, safe and happy environment in line with the Club's policy. They will assist the OOSC Play Leader in planning and preparing a programme of suitable activities which are appropriate for the mix of ages, gender and abilities of the group and to implement all school behaviour policies.

Main Duties and Responsibilities:

- To get out and put away equipment as needed
- To help with preparing and heating of healthy food for the group
- To supervise the children at all times
- Maintain a professional relationship with staff, parents/carers and pupils
- To have good levels of concentration and remain focused in all situations
- Interact with the children in imaginative play and games
- Provide support to pupils whilst they are completing homework
- Role Model our behaviour policies at all times
- Attend training courses as required
- Work within the clubs policies
- To adhere to all other school policies as outlined in the Staff Handbook
- To carry out other duties commensurate with the grade and nature of the post

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Area:	Out of School Club (OOSC)	Direct Reports:	None		
SKILLS			Ess	Des	MOA
Good interpersonal skills and ability to develop good working relationships with colleagues and families.			X		A/I
Work constructively as part of a team and understanding the roles and responsibilities required.			X		
Ability to relate well to children and adults.			X		A/I
KNOWLEDGE/QUALIFICATIONS			Ess	Des	MOA
Understanding of the development of children				X	A/I
Food Hygiene Level 2 Qualification				X	A/I
Appropriate First Aid Qualification				X	A/I
Actively participating in any training and development			X		A/I
GCSE or Equivalent in English & Maths (C or equivalent and above)				X	
EXPERIENCE			Ess	Des	MOA
Experience of working with a wide range of people			X		A/I
Experience of working and being part of a team			X		A/I
Experience of working with primary school age children				X	A/I
BEHAVIOURAL AND OTHER RELATED CHARACTERISTICS			Ess	Des	MOA
To be punctual and have a good attendance record			X		I
To show respect in regard to sensitive and confidential information			X		I
To display a responsible and cooperative attitude in working towards the achievement of the School's aims and objectives.			X		I
Willing to abide by the Council's Equal Opportunities Policy in the duties of the post, and as an employee of the Council.			X		A/I
Willing to carry out all duties having regard to an employee's responsibility under the Council's Health and Safety Policies.			X		A/I

Signed By: _____

Date _____

NAME: _____