

Illingworth Place, Oldbrook, Milton Keynes, MK6 2NH

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Oldbrook Wrap Around Care – Play Worker
(Fixed Term Position until 31st August 2026)

Salary Range: Grade D1 (£24,702 FTE, £7,761 actual per annum)
13.75 hours per week – 3.15pm until 6pm, 38 weeks per annum

Start Date: 1st September 2024
Fixed Term: until 31st August 2026

Oldbrook First School and Nursery is a welcoming and caring school that values the importance of early years education, providing children with the best possible opportunities to become confident, enthusiastic and successful learners. We value our community where everyone can live and learn together.

From September 2024 we will be extending our school wrap around provision to support the school community. We are looking for an enthusiastic and dedicated play worker. You will have the ability, skills and understanding to lead and support play activities which meet the needs of children including their care and welfare needs under the direction of the Headteacher and Deputy Playleader.

You will need:

- To have a positive, enthusiastic and caring approach.
- To be child centred putting the children's needs first.
- To be skilled in supporting children's personal wellbeing and development.
- To have the confidence and experience in communicating effectively with pupils and parents.
- To be flexible, adaptable and follow school and wrap around care policies.
- To be able to make decisions, lead a team and have a good sense of humour.

Oldbrook First School and Nursery is committed to safeguarding and promoting the welfare of all our children. The successful applicant will require an enhanced DBS clearance. This school is committed to equal opportunities.

Closing date: Friday 12th July at 12noon.

Interview date: w/c 15th July 2024

Start date: 1st September 2024

Milton Keynes Council – Role Profile

Role Title: **Play Worker L2**

Service Group: **Children and Families**

Accountable to: **Head Teacher**

JE Ref: **JE0798**

Grade: **D**

Purpose of job

- Plan and prepare activities to aid social development of pupils
- To supervise other play workers and support pupils during breaks, before and after school, through leading play activities.

Key Objectives

1	Supervise and direct the work of other play workers
2	Supervise pupils' play activities outside before school, during the midday break and after school
3	Make decisions about types of play activities undertaken and encourage pupils to engage in activities
4	Oversee play activities to enhance pupils free time, providing safe, creative, appropriate play opportunities which supports intellectual, physical, social and emotional development
5	Oversee the organisation, maintenance and cleanliness of play equipment, ensuring safe storage
6	Implement the school behaviour policy and report issues of concern to supervisor or line manager
7	To undertake and support staff to undertake observations of pupils' development and keep appropriate records
8	May be required to handle cash, in line with the school's financial policy

Schools benefit from a flexible approach to working arrangements – because of this, the tasks and responsibilities listed here are not definitive. Head Teachers may require particular additional duties to be undertaken to suit the specific school's requirements and these may be incorporated in the role requirements as long as they are at a similar and appropriate level to the other listed duties.

Scope

- Supervise a small number of Play Workers
- Lead play activities which may involve carrying moderate weights with extended periods of activity.
- **Prepare games and activities**
- Set up and storage of portable equipment/resources
- Supervise the transitions of pupils from internal to external areas
- To carry out accurate administrative duties within the setting in line with agreed policies and procedures
- Keep an up to date inventory of equipment and replace when required
- Encourage parent/carer involvement and support

Work Profile

- Ensure play areas are supervised before school, during lunchtime and after school
- Lead play outside before school, during lunchtime and after school
- **Support midday assistants in delivering midday play activities**
- Supervises the play activities of individual and groups of pupils
- Occasionally exposed to emotionally demanding behaviours and situations as a result of leading pupils during play activities.
- To adhere to school local and national authorities guidelines and exercise professional discretion at all times.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Participate in training and other learning activities and performance development as required
- Contribute to the overall ethos/work/aims of the school
- Attend relevant meetings
- To maintain confidentiality

Other information

Milton Keynes Council is committed to safeguarding and promoting the welfare of children and vulnerable adults. All employees are expected to share this commitment, to follow the Council's safeguarding policies and procedures and to behave appropriately towards children and vulnerable adults at all times, both in work and in their personal lives.

All school based posts are defined as Regulated Activity and therefore this post is subject to an Enhanced with Barred List Criminal Records Bureau check.

Person Specification

Skills and Knowledge			Level	Assess by;
<u>A</u> ttainable	Successful applicants will be expected to obtain the denoted qualifications or experience within an agreed period of time		<u>A</u>	A Application I Interview T Testing R Reference
<u>D</u> esirable	Applications will be preferred from candidates with the denoted qualifications or experience		<u>D</u>	
<u>E</u> ssential	Applicants without the denoted qualifications or experience will not be considered for this role		<u>E</u>	
Qualifications	NVQ3 in childcare or equivalent qualifications or experience		X	A
Skills / Experience	Significant experience in working with children in a childcare/play environment		X	A
Competencies			Level	Assess by;
<u>A</u> wareness	Demonstrable aptitude and ability to develop in the particular work area		<u>A</u>	A Application I Interview T Testing R Reference
<u>S</u> ignificant	Clear competence in the work element sufficient for all role requirements		<u>S</u>	
<u>E</u> xtensive	Sufficient expertise in the work element to lead and mentor others, and influence policy and practice		<u>E</u>	
Planning and organising work	Planning session resources and activities		X	I
Influencing and interpersonal skills	Encouraging children to engage with play activities and behave in an appropriate manner		X	I
	Lead team members by example		X	I
Using initiative	Deal with day to day issues positively and creatively		X	I
Working independently	Work independently with individuals or small groups when required		X	I
Managing people	Assist with orientation of new team members		X	I
Managing resources	Use and safekeeping of equipment		X	I
	Keeping written/electronic records as required		X	I
Managing risk	Awareness of council policy and procedures in relation to child care including health and safety, child protection		X	I
Managing oneself	Awareness of opportunities for self-development		X	I