



Job Description & Person Specification

Job Title:	Kids Club Playworker
Location:	Godmanchester Community Academy & Godmanchester Bridge Academy
Reports to:	Kids Club Manager & Deputy Manager

Purpose

To provide a caring, secure environment, offering an appropriate range of activities for children between the ages of 4 and 11.

Main Responsibilities

- Activity Planning
- Supervision and care of children
- Direct playwork
- To provide safe, creative, and appropriate play opportunities for a range of age groups
- Ensure that all activities are inclusive for all children to take part
- Encourage children to become involved in the planning activities
- To share good practice with colleagues

Supervision and care of children

- Ensure that activities are carried out in a safe and responsible manner in accordance with statutory responsibilities
- Ensure that food preparation and handling is carried out in accordance of the club's policy
- Promote and support safeguarding of children, observing club's policies and procedures
- Ensure safe delivery to and from school

Direct playwork

- Plan and supervise a range of activities
- Ensure that play meets the full range of children's individual and group needs
- To fully support inclusive practice and ensure that all children can be involved in the activities on offer if they wish



Other

- To undertake continuous professional development
- To promote the aims and objectives of the club
- To understand and always adhere to the club's policies and procedures
- Recording accidents
- To ensure confidentiality always

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

Signed..... (Kids Club Playworker)

Signed..... (Kids Club Manager)

Date.....



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Criteria	Desirability
QUALIFICATIONS	
Childcare qualification or willing to work towards	Essential
EXPERIENCE	
Ability to provide and facilitate safe and creative play	Essential
Experience in supporting and promoting positive behaviour in pupils	Desirable
PROFESSIONAL COMPETENCE	
Ability to meet children's' individual needs	Essential
Ability to communicate at all levels	Essential
Commitment to promoting and safeguarding the welfare of all pupils	Essential
Consistent in manner and attitude – displaying a calm, kind and caring approach	Essential
Ability to work as part of a team	Essential
Good time keeping skills	Essential
Ability to work on own initiative	Essential

Godmanchester Community Academy is committed to promoting safeguarding the welfare of all pupils and expects all staff and volunteers to share this commitment.