

QUALIFICATIONS / TRAINING:

*It is **essential** that the post holder has:*

- GCSE grade C or above English and Maths or equivalent.

*It is **desirable** that the post holder has:*

- NVQ Level 2/3 qualification or equivalent related to education or childcare
- Paediatric First Aid Certificate or willingness to obtain
- Food Hygiene certificate or willingness to obtain

EXPERIENCE / KNOWLEDGE:

*It is **essential** that the post holder has:*

- previous experience of working with children (paid or voluntary)

*It is **desirable** that the post holder has:*

- previous experience of working in a school environment
- minimum of 2 years supervisory or management experience in a childcare setting

SKILLS AND ABILITIES:

- Knowledge of Health and Safety procedures in the After School Club (or willingness to obtain)
- Knowledge of safeguarding procedures in the After School Club (or willingness to obtain)
- Knowledge and experience of policies and procedures relating to safeguarding, health and safety, security, equal opportunities and confidentiality (or willingness to obtain)

WORK RELATED VALUES & PRACTICES:

*It is **essential** that the post holder:*

- can demonstrate and promote the school's core values, attitudes and behaviour expected from the pupils
- has respect for their social, cultural, linguistic, religious and ethnic background
- has the ability to build and maintain successful relationships with pupils, treat them calmly, consistently, with respect and consideration and demonstrate concern for their development as learners
- is aware of relevant and new legislation, procedures and requirements to ensure that the club is operating within the agreed procedures
- work in partnership with the school and liaise with external agencies and professionals as required to ensure high standards are maintained in the club and they will be expected to attend training sessions as required to ensure their own personal and professional development

ADDITIONAL FACTORS:

*It is **essential** that the post holder has:*

- the ability to inspire curiosity and a love of learning amongst young children
- the ability to respond creatively to new challenges
- the willingness to undertake training in relevant areas to develop skills necessary to support raising standards in school
- the ability to respect confidential information and an awareness of data protection
- a commitment to equal opportunities
- an understanding of safeguarding
- an excellent health and attendance record