



## Job Description

**POST:** Positive Activity Leader

**RESPONSIBLE TO:** Principal / PE Subject Lead

**RESPONSIBLE FOR:** No Line Management responsibility

**SCALE / SALARY (FTE):** POINT 2 – 4

**LOCATION:** Oasis Academy Skinner Street

**DISCLOSURE LEVEL:** Enhanced

**JOB PURPOSE:** Supervise individual and groups of pupils attending the academy breakfast club and engage them in appropriate activities. Intervene to maintain behaviour standards and ensure wellbeing, safety and welfare.

Prepare a mixture of hot and cold food in the kitchen for pupils attending breakfast club. Maintain hygiene and adhere to food regulations.

Supervise individual and groups of pupils during lunchtime in both the dining area and outside areas.

Lead and engage pupils in appropriate activities that support physical and emotional wellbeing as planned by the PE Subject Lead. Maintain behaviour standards and ensure wellbeing, safety and welfare of pupils.

### AREAS OF RESPONSIBILITY:

- Supervise children, monitor their wellbeing and intervene using appropriate techniques and strategies to resolve challenging behaviour issues and maintain standards.
- Assist PE Subject Lead with delivery of relevant activities to create a stimulating, safe and secure environment.
- Supervise pupils in dining area ensuring good levels of behaviour, good manners and development of social skills are promoted.
- Record and report all incidents, accidents or concerns.



- Identify and inform the nominated member of the Academy Leadership of any pastoral or educational concerns related to individual and groups of pupils.
- Prepare breakfast e.g. toast, bagels, cereals, snacks and drinks for pupils to encourage healthy eating and interact positively with the pupils to promote good manners.
- Assist with associated ancillary duties such as clearing up spillages, and maintaining safety and security of pupils.
- Attend appropriate training and supervision.
- Promote equality for all individuals, recognising and encouraging anti-discriminatory behaviour, respecting confidentiality (unless there are child protection implications), recognising clients' rights and choice and respecting personal beliefs and identity.
- Other such duties as may from time to time be reasonably required by the Principal

### **Safeguarding Children**

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced CRB checks.

**The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.**

**The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.**