

Kidszone Out of School Care Limited

JOB TITLE: PLAYWORKER (Afterschool and Holiday Care)

REQUIRED QUALIFICATION: None but must be willing to undertake required safeguarding, first aid and food hygiene training

JOB SUMMARY:

To assist in the day to day operation of Kidszone After School & Holiday Care Provision. To facilitate a broad range of play opportunities in a safe, stimulating, friendly, happy and inclusive environment.

Detailed Job Description

1. Help deliver a daily programme of indoor and outdoor play activities through consultation with the children and assist in planning and organising activities appropriate to the users at any given time.
2. Assist in setting up before and tidying/clearing away after each play session.
3. To assist in ensuring the safety and well-being of children through regularly checking equipment, premises, gates, outdoor areas and reporting concerns/defects to the Deputy/Manager.
4. Prepare a healthy selection of snacks and drinks for the children.
5. To ensure children's safety at all times by undertaking first line Child Protection measures, reporting areas of concern to the Manager/Deputy Manager. To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures.
6. Ensuring that parents, carers and other visitors are made to feel welcome on visiting Kidszone and that they receive appropriate information and advice.
7. Contribute to the accountability of Kidszone through assisting in the maintenance of agreed records including registers, accident books etc.
8. Assist in management of behaviours in accordance with Kidszone's policies and procedures.

9. To assist in the evaluation of events and activities together with staff and children.
10. Supervise children to ensure safe use of equipment and facility without endangering themselves or other users.
11. Administer first aid or refer to on site first aider as appropriate. Note: Paediatric first aid training will be provided.
12. To attend training courses as appropriate (as well as first aid, safeguarding training will be required and provided as a minimum).
13. To assist in publicising the service and special events through distribution of leaflets, posters, and information bulletins.

Person Specification

1. Preferable to have at least one year's experience working in a childcare setting.
2. Must be physically fit and alert to supervise groups of children.
3. Must have a passion for working with children.
4. Has an ability to communicate effectively with children, parents/carers, staff and other relevant agencies (ie school).
5. You will have the ability to assist in planning and implementation of a play programme which reflects the diverse needs of children and is inclusive across race, culture, gender and disability.
6. Preferable for the candidate to have knowledge and appreciation of legislation and regulatory requirements (ie Ofsted) related to Out of School Provision.

Conditions of Service

- Days/Hours of work are Monday to Friday, 3.5 hrs per day, 17.5 hrs per week, between 2.30-6pm during term time and at agreed times/days during holiday care periods where the working day is 8am-6pm.
- The post-holders will normally be based at the 1st Withington Scout Hut, but will collect the children from St Pauls School during term time and would be expected to accompany the children on trips during holiday care provision.
- You must undertake the duties and responsibilities of the post with due regard for Kidszone's policies and procedures.
- You will need to work as part of a team and accept line management.
- You must be willing to undertake appropriate training to maintain Kidszone's standards.