



After School Club Lead

School:	Crockerne C of E Primary School
Hours:	15 hours per week term time only 3pm-6pm Monday-Friday
Contract:	Permanent – starting September 2025
Salary Scale:	JG5 SCP12 (£27,711 - £30,060)
Actual salary:	£9,609 - £10,423

Crockerne Primary School is an exciting and dynamic place to work and is looking to employ a after school club lead and level 3 playworker to include the provision to accept nursery aged children.

Main Purpose of the Role

- Working within a framework agreed with the Headteacher to provide a caring, secure environment and to organise an appropriate range of leisure activities for the children attending the out of school provision, ensuring that they have equality of access to opportunities.
- To lead the day-to-day organisation of the club.
- To ensure after school club works within agreed policies and procedures.

Qualifications and Experience

- A good standard of general education, normally evidenced by 3 or more GCSEs (or equivalent) at Grade C or above, including Maths and English
- Minimum of a National Vocational Qualification Level 3 Early Years Practitioner or equivalent
- Previous experience of working with children
- Good interpersonal skills with both adults and children

Key Duties and Responsibilities

- The provision of safe, creative, quality and appropriate play activities, preparation and planning of activity programme in consultation with children in your care
- Running the day-to-day administration of the club and close liaison with parents/carers
- To ensure children receive healthy refreshments during the session
- Ensuring Ofsted National Care Standards are met
- To ensure the health and safety standards appropriate for the needs of children are met, including reporting any accidents or incidents to the Head teacher or issues concerning discipline or health and safety

General professional duties

- To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the School as outlined in the school's Safeguarding and Child Protection policy
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self, pupils and others and to comply with the school's Health and Safety Policy and any school-specific procedures and rules that apply to this role
- To respect the confidentiality of personal information, including that of pupils, staff and families, and to ensure the confidentiality of information received
- The above serves as a guide and is not exhaustive; all professional staff are expected to undertake other duties and projects as may be reasonably required in accordance with the grade of the post. You will be working as part of a small, friendly team and may be asked to provide extra support within the school during busy periods

Crockerne Primary School are committed to ensuring outstanding safeguarding procedures and to promote the welfare of our pupils. The post holder is subject to the provisions of all child protection legislation, recruitment checks, DfE requirements and school level policies governing staff who work with children.

For further details and an application form, please contact the school office.

Closing Date: Friday 6th June at Midday
Interview Date: Wednesday 11th June 2025
Address: Westward Drive, Pill, North Somerset BS20 0LR
Email: office@crockerne.co.uk