



Chewton Mendip CEVA Primary School, Radstock BA3 4LL

Tel: 01761 241465

Email: [office@chewtonmendipschool.org.uk](mailto:office@chewtonmendipschool.org.uk)

**After School Club Supervisor**  
**3.30pm- 5.30pm Monday – Friday Term time only (38 weeks)**  
**Required November 2024**  
**Salary: £11.79 per hour**

**“The seed fell into good ground and grew up increasing and yielding thirty, sixty and a hundred times as much” Mark 4:8 (Parable of the Sower)**

### **Job purpose**

Support the running of the after-school club provision

Plan and provide exciting and engaging activities for children

### **Main responsibilities**

- Collect children from their classrooms or clubs and escort them to the after-school club room
- Contribute to the planning and preparation of activities for each session
- Contribute to programmes of activities that encourage children’s input
- Supervise and assist children in their activities throughout the session
- Ensure children received a snack and drink during their session
- Ensure all activities are safe, interactive, engaging and most importantly fun for the children attending the session
- Ensure resources are well organised and kept tidy, encouraging children to support with tidying up
- Build positive relationships with parents
- Be aware of and follow the schools safeguarding and child protection procedures
- Ensure children are safely collected at the end of the session by a responsible adult
- Assist in locking and alarming the building at the end of sessions as necessary

### **Person specification**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>
Qualifications and experience	<ul style="list-style-type: none"> <li>• At least 2 years' experience of working with children in a school setting.</li> </ul>	<ul style="list-style-type: none"> <li>• Cache Level 2 Playworker</li> <li>• Certificate or working towards a childcare qualification.</li> <li>• Other qualification appropriate for working with children.</li> <li>• Previous/existing and successful experience of working with children in an afterschool club or holiday club setting.</li> <li>• Relevant training linked to working with children.</li> </ul>
Skills and abilities	<ul style="list-style-type: none"> <li>• Experience of planning engaging and interactive activities for children.</li> <li>• Ability to work as part of a team</li> <li>• Ability to maintain strong, positive relationships with the school and the community.</li> <li>• Commitment to promoting the school's ethos and values.</li> <li>• Be flexible and use initiative.</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Have a desire to improve the after school for the benefit of the children.</li> <li>• Have a positive attitude</li> <li>• Have a good sense of humour</li> </ul>	<ul style="list-style-type: none"> <li>• Have interests outside of the After-school club</li> </ul>