



Chewton Mendip CEVA Primary School, Radstock BA3 4LL

Tel: 01761 241465

Email: office@chewtonmendipschool.org.uk

After School Club Supervisor
3.30pm- 5.30pm Monday – Friday Term time only (38 weeks)
Required January 2025
Salary: £12.45 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

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