

Childcare Volunteers Needed!

Playworker Description

Setting:	Yewtree Primary School, Fletcher Way, Hemel Hempstead HP2 5QR
Summary:	Assist with day to day activities of the after school club. Provide quality play care within the framework of the club's policies and procedures
Line manager:	Deputy Manager
Responsible for:	Assigned Key Worker Group
Working relationships:	Children attending the club and their parents/carers Management and staff, including students and volunteers The school and registering authorities
Hours:	2:45pm-6:15pm (term time only)
Days:	Monday - Friday (full/part time options)
Start date:	10 th January 2022

To apply please email: gshepherdclub@gmail.com or call 07534896953

Main duties include:

- Assist with planning, preparing and delivering quality play opportunities within a safe and caring environment.
- Providing comprehensive care for the children including collecting them from school and delivering them safely to parents or carers.
- Setting up the play space including moving furniture and play equipment.
- Providing refreshments and ensuring that hygiene, health and safety standards are met.
- Administering first aid when necessary.
- Consulting with children and involving them in planning activities.
- Helping with club administration, where necessary.
- Encouraging parental involvement in the club.
- Facilitating good communication with all members of the organisation, parents, and schools.
- Undertaking appropriate and relevant training.
- Keeping the work environment healthy, safe and secure.
- Working within the framework of the club's policies and procedures.

Person specification

Desirable qualities	How will this benefit you?
<ul style="list-style-type: none"> • Experience of working with 4 to 11 year olds • Understanding the varied needs of children and their families • Understanding the issues involved in the delivery of quality play care • Understanding the issues of equal 	<ul style="list-style-type: none"> • You will gain experience of working within a childcare setting • Build confidence and self-esteem • You will gain experience of planning stimulating activities and creating opportunities for development • Experience with administration

<p>opportunities</p> <ul style="list-style-type: none"> • Provide and facilitate safe and creative play • Good communication skills • Able to work as part of a team • Sound judgement and common sense • Sufficient understanding and use of English to ensure the well-being of the children* 	<ul style="list-style-type: none"> • You will become competent in using IT to support play and club administration • Develop your ability to work on your own initiative • Appropriate child protection training is provided • Job opportunities within the company • You will get a DBS certificate
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