



About the post

We are looking for a Playworker to work Monday to Friday at Clubhouse, our Breakfast and After school Club. Playworkers will work under the management of the Club Manager to support groups or individual pupils in the club. This role can be working fixed hours per week or we are open to support those wishing to be flexible with bank hours to cover when we need additional staff.

What we can offer you

Hopefully if you have visited the school or viewed our website, you will have a good idea of the kind of school we are. But, what's in it for you? Why should you apply for this school rather than anywhere else?

The children . . . are well-behaved, enthusiastic, and they love being here. You will find working with them tremendously rewarding.

The staff . . . are also well-behaved, enthusiastic, and love being here (most of the time!) They are also supportive to new and existing colleagues and you will benefit from their experience and expertise.

The environment . . . is one that you will find hard to beat, with a large field and playground space, pond and wildlife area, allotment, heated outdoor swimming pool, ICT suite and excellent curriculum resources. We also have an active and supportive body of parents and a committed and informed Governing Body.

Discounted rates ... for children of staff at our Nursery and wrap around care provision and membership of our staff benefits scheme offering discounts on shopping, days out and more.

The club opening times are as follows:

Breakfast times 7.15am - 8.45am
After school times 3.15pm - 6.10pm

Availability is for bank staff as well as for regular fixed hours throughout the week,

We are particularly looking for someone to work Monday to Friday mornings and some afternoon sessions per week, covering the above hours including earlier set up. Exact hours are open to discussion with the candidate.

Please telephone Ros Clark SBM at the school (01372 465348) if you have any questions about this role.

Start date: **January 2027 or earlier**

Job description

Job Title: Playworker

Hours: Ideally working Monday to Friday mornings plus some afternoon sessions.

Pay Scale: Surrey Pay 3 (£25,133 FTE) Actual salary dependant on hours. £13.39 per hour

Benefits include:

- Membership of the Local Government Pension Scheme,
- staff discount for Wrap around Care and Nursery,
- staff benefit scheme with discounts at many retailers, on holidays, cycle to work scheme, gym membership and more.
- Generous holiday entitlement starting at 28 days plus bank holidays (pro-rata)

The breakfast and after school club is open term time only. Staff are required for the following sessions:

Breakfast times 7.15am - 8.45am

After school times 2.45pm - 6.15pm (Shift may be able to end between 5pm and 6.15pm depending on need).

Line Management

Reporting to the Club Manager

Main duties

- To deliver 1-1 and/or group support / intervention and monitor pupil performance, including those who have physical, emotional or educational needs, under the direction of senior staff.
- Carry out routine tasks to organise and maintain the learning environment ie organising and supervising games and activities
Ensure all well being, behaviour and personal development of pupils.
- May carry out personal care routines as appropriate.
Assist with food preparation and tidying away as required and supervise at meal times.
- May be required to respond to pupils' needs in routine, pre-agreed tasks (including routine medical needs).
- Any other duties as required that are commensurate with the grade of the post

Planning and Organising

- Plan own set tasks within the day.
- Ensure materials and equipment are available as and when required.
- May be required to contribute with activity planning.

Work with others

- Respond to individual needs and/or answer simple queries politely and ask for assistance where necessary.
- Report any concerns, problems or incidents, e.g. safeguarding, behaviour, breakdowns, deficiencies, in accordance with relevant reporting procedures.
- Liaise with parents, visitors, and contractors in a courteous manner, to promote a positive image of the site.

Values:

- To uphold the values and behaviours of CPS.
- To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.
- To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.
- To have regard to and comply with safeguarding policy and procedures

- To understand and carry out role in line with agreed standards, expectations & qualifications. Contribute to and influence children's learning and personal development.
- Undertake any training as required.

An enhanced DBS check is required for this role.

Person Specification

Criteria	Essential	Desirable
Qualifications and training		
GCSE (or equivalent) in English and Maths, or (in the absence of a qualification) evidence of an excellent standard in both areas	✓	
First aid qualification (training will be given)		✓
Safeguarding training		✓
Playwork or childcare qualification		✓
Food hygiene training (training will be given)		✓
Experience		
Experience of working in a play environment		✓
Experience of working with children with special educational needs		✓
Experience of working to support children in managing their behaviour		✓
Knowledge, Skills and Abilities		
Ability to work on own initiative and as part of a team	✓	
Willingness to undertake training	✓	
Basic IT skills	✓	
Willingness to perform intimate care tasks	✓	
Calm under pressure and good sense of humour	✓	
Knowledge of safeguarding children guidelines (training will be given)		✓
Ability to fulfil all spoken, written and comprehension aspects of the role with confidence through the medium of English in all public facing roles	✓	
Flexibility	✓	
Ability to relate well to children and adults showing respect at all times	✓	
Ability to follow instruction	✓	

Candidates are asked to demonstrate their ability to meet these selection criteria in their application form, their supporting document and at the selection interview.

Application forms may be e-mailed to ros.clark@claygate.surrey.sch.uk or posted to the address below.



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