

# Role Profile & Person Specification

<b>Job Title:</b>	Extended Schools Playworker
<b>Responsible to:</b>	Lead Playworker / Senior Leadership Team
<b>Terms and Conditions:</b>	3.75 hours per week, 07:45am-08:30am, Monday to Friday, 39 weeks per year. Fixed Term Maternity cover. D 5/6

## Our Vision

Our vision is to work together to help every child to develop into high achieving, confident, healthy, caring and resilient members of their family and community; creating a pathway to support their career aspirations, independence and contribution to society.

## Our Qualities

Every member of our team is expected to demonstrate the ability to:

- Develop positive relationships with all children and adults.
- Recognise and manage their own emotions, thoughts and behaviours and understand how these can impact others.
- Be curious around the reasons behind others' behaviours, accepting all feelings and beliefs.
- Understand others' emotions and thoughts and feel a natural desire to support.
- Have the courage to reflect, make changes and be keen to learn.

## Core Purpose

To work as part of our school team, alongside teachers and senior leaders (including our SENCo), supporting the inclusion, acceptance and overall development of all children. Under the direction of the Lead Playworker to create a safe child-centred environment, providing care for children before and / or after school.

## Key Areas of Responsibility

**Supporting children** - Understand key factors that affect children's social and emotional wellbeing to:

- Work as part of our team to create and maintain a purposeful, orderly and supportive environment for extended school activities; providing supported play for children attending the Breakfast and/or the After School Club.
- Attend to the personal and social needs of children and any other special requirements depending on the nature of a child's special needs. To provide First Aid Assistance when required (training will be provided).

We are part of...

**WENSUM TRUST**

# Role Profile & Person Specification

- Promote inclusion and acceptance of children while encouraging constructive relationships with children and with their parents.
- Promote good behaviour dealing promptly with conflict and incidents in line with our established policies and encourage children to take responsibility for their behaviour.
- Participate in the rota of food preparation, catering for the children's individual meal requirements as necessary.

## Safeguarding

- Respect confidential issues and keep confidence as appropriate.
- Keep up to date with school procedures for safeguarding and child protection, reporting any concerns to the DSL.

## Health and Safety

- Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
- Cooperate with the employer on all issues to do with health, safety and welfare.
- Be familiar with the relevant procedures relating to fire and first aid arrangements.

## Continuing Professional Development

- In conjunction with the line manager, take responsibility for personal professional development, keeping up to date with developments related to school efficiency, which may lead to improvements in the day-to-day running of our school
- Undertake any necessary professional development as identified in our School Improvement and Development Plan taking full advantage of any relevant training and development available.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this role profile.

Employees are expected to be courteous to colleagues and children, providing a welcoming environment to visitors and telephone callers.

This role profile is current at the date shown, but in consultation with you, may be changed by the CEO or Board of Trustees to reflect or anticipate changes in the job commensurate with the grade and job title.

# Role Profile & Person Specification

## Person Specification

	Essential	Desirable
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>● Relational</li> <li>● Self-aware</li> <li>● Curious</li> <li>● Accepting</li> <li>● Empathetic</li> <li>● Reflective</li> <li>● Resilient</li> <li>● A desire to commit to professional development and provide best practice to meet the needs of all children.</li> </ul>	
<b>Qualifications</b>		<ul style="list-style-type: none"> <li>● Level 3 qualification in Early Years childcare of similar</li> <li>● NVQ Level 2 or BTEC Level 3</li> <li>● NVQ Level 3 or equivalent in teaching assistance</li> <li>● Apprenticeship level 2 or 3 in supporting teaching &amp; learning (or equivalent)</li> <li>● First Aid training</li> <li>● Paediatric First Aid</li> <li>● Level Two – Level 2 Food Hygiene and Safety</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>● Previous experience of working in an environment which requires interpersonal skills.</li> </ul>	<ul style="list-style-type: none"> <li>● Previous experience working with children of relevant age groups.</li> </ul>

## Role Profile & Person Specification

<p><b>Skills/Knowledge</b></p>	<ul style="list-style-type: none"> <li>● Effective communication skills, capable of engaging with both children and adults in a friendly and approachable manner.</li> <li>● Child-centred and enjoy working with children</li> <li>● A team player who is willing to go the extra mile</li> <li>● Able to form good relationships and communicate well with parents and carers</li> <li>● Skilled in defusing low level behaviours</li> <li>● Able to maintain daily records and registers accurately</li> </ul>	<ul style="list-style-type: none"> <li>● Familiarity with school standards and procedures, ensuring adherence to policies and contributing to a safe and inclusive school environment.</li> <li>● Knowledge of health and safety regulations within a school setting, including Basic Health and Safety Training, awareness of children's allergies or asthma, and proficiency in using medical devices such as epipens.</li> </ul>
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>● Willingness to meet the needs of all children, including intimate/personal care, as directed in care plans.</li> <li>● An ability to proactively promote your own physical and mental health.</li> </ul>	

*This job description is underpinned by our 7Cs and Relational Approaches.*