

Dishforth C of C Primary School

SPECIFICATION

Before or After school club Supervisor

Essential upon appointment	Desirable on appointment
Knowledge <ul style="list-style-type: none"> • An understanding of and commitment to the provision of good quality childcare • An understanding of food hygiene rules • Health & safety knowledge, including lifting and handling and fire prevention • A sound understanding of safeguarding procedures • Knowledge of Healthy Eating 	<ul style="list-style-type: none"> • Knowledge of school policies and procedures • Knowledge of child development & learning processes
Experience <ul style="list-style-type: none"> • Significant experience of working with children in a play work or educational setting • Experience of keeping records, including financial records 	<ul style="list-style-type: none"> • Staff supervision experience
Occupational Skills <ul style="list-style-type: none"> • Ability to plan, deliver and evaluate safe activities relevant to the age of the children • Organisational skills • Ability to work on own initiative and use common sense • Ability to communicate effectively with parents and colleagues, verbally and in writing • Ability to maintain confidentiality • Ability to work effectively in a team • Committed to continuing professional development • Emotional resilience • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Behaviour management skills • ICT skills • Ability to lead a small team 	<ul style="list-style-type: none"> • Behaviour management skills • Basic ICT skills
Qualifications <ul style="list-style-type: none"> • Recognised childcare qualification at level 3 or equivalent • Current first aid certificate 	<ul style="list-style-type: none"> • Food Hygiene certificate
Other Requirements <ul style="list-style-type: none"> • Enhanced DBS clearance • The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post 	
Behaviours	Link

NB – Assessment criteria for recruitment will be notified separately.

Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.

