

**Priory Junior School  
Playworker for Breakfast and After-School Clubs.  
(Evaluated job description)**

*Priory Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.*

**Job Title:**                **Play Worker (Scale 1 pt 9)**

**Responsible to:**    **Play Leader**

**Hours of work:**     **12 hours, term time only, 3 – 5/6pm (depending on day).**

**Job Duties:**

1. To help plan and set up activities.
2. To assist in the Club, helping to ensure its smooth and reliable operation.
3. To help ensure that the arrival and departure of children is properly recorded and monitored.
4. To be part of the team of staff providing a safe, stimulating environment for the children, with creative and appropriate play opportunities.
5. To assist in ensuring the safety of all those children at the Club in the event of a fire/drill or other emergency.
6. To assist in the preparation and serving of refreshments for the children taking into account the principles of a balanced diet and varied cultural and ethnic backgrounds.
7. To act in a responsible manner towards children at all times.
8. To be responsible, with other team members, for ensuring that play materials and equipment are properly used, maintained and stored and for reporting any worn or damaged materials to the Playleader.
9. To ensure that the areas used by the Club are left tidy and clean.
10. To liaise with parents and others to promote goodwill towards the Club, its efficient operation and its effective marketing.
11. To attend meetings and undertake training as appropriate. (eg team meeting be held at 2.15 pm on the last Friday of each month during term time, or at an alternative mutually convenient time).
12. To report any child protection concerns immediately to the Designated Person for Safeguarding.
13. To undertake any other reasonable duties as directed by the Playleader or the Headteacher.