

# Out of School Club Assistant

School:	Kings Priory School	Posted:	4th November
Location:	Huntington Place, Tynemouth, North Shields, Tyne and Wear NE30 4RF	Expires:	2024 6th December 2024 11:59 PM
Contract Type :	Permanent	Start Date:	13th January 2025
Salary:	£12.38 to £13.02 depending on experience	Job ID:	1451023
Hours:	Part Time		



Kings Priory School

**Details**

**Contract type:** Permanent

**Closing date:** 06 December

*Telephone calls upon application*

**Interviews to be held:** w/c 6 January 2025

**Start date:** January 2025

**Salary:** £12.45 to £13.05 depending on experience, plus overtime paid from holiday work

**Post:** 1 x part time contract. 22.5 Hours

**Term time hours:** Breakfast Club 7.30am – 9.00am and After School Club 3.00pm – 6.00pm.

**The Role**

As a result of staff moving onto teaching roles and a change in some working patterns we have a vacancy within the Out of School Club. We wish to appoint an Out of School Club Assistant. There are two vacancies (either two assistants or two play workers) to join our team from September.

The hours of the post give you all flexibility you need allowing you more time in your day for other commitments.

This position is ideal for a Teaching Assistant who desires additional hours, or a Teacher who would like to step away from the pressures of teaching, yet still allowing the ability to work with children in a part-time environment. If you have experience of working with children, this maybe the change you need. Candidates must hold a relevant childcare qualification and have experience working in a classroom or an out of school club setting.

We are looking for a dynamic, energetic and well organised individual to assist in the operation of our Out of School Club. We welcome candidates with experience of delivering sport, dance and those that have creative flair and love to share their ideas.

Your role will be to ensure all children are safe and feel secure and that the provision you offer is consistent, effective and of a high standard. You will need to be able to build trusting relationships with children from the ages of 4 - 11 years old and provide positive feedback to parents and carers. You will need to be aware of maintaining high standards of care and follow policies and procedures in relation to safeguarding. In return we can offer a welcoming, experienced and supportive team in a well-resourced and attractive environment

**Holiday hours:**

OOSC Staff are required to cover the opening times of the holiday club which are 8:00am - 6.00pm.

You will be required to work your normal hours during the following holidays:

February, May and October half term, the second week of the Easter holidays and 4 weeks during the summer holidays.

This will be at least 2 days a week during these holiday periods in line with your usual weekly contracted hours i.e. 22.5. Hours worked during the holidays will be paid as additional overtime on top of your annual salary. You may work more hours to support the department.

**When will I be able to take holiday?**

*The role will include 7 weeks annual leave per year as detailed below:*

2 weeks at Christmas, 1 week at Easter, 3 weeks during the Summer and 1 week during the October break. This is in addition to days you will not be working during the holiday clubs.

**Safeguarding Statement:**

Kings Priory School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject

to an enhanced Disclosure and Barring Service (DBS) check.