

# Breakfast Club and After School Club Assistants

School:	Riverbridge Primary School	Posted:	1st May 2025
Location:	Park Avenue, Staines, Greater London TW18 2EF	Expires:	30th May 2025
Contract Type :	Permanent	Start Date:	09:00 AM
Contract Length:	Permanent		As Soon As Possible
Salary:	Actual Salary BC £4225 ASC £10,564	Job ID:	1480222
Hours:	Part Time, Term Time	Job Reference:	BC/ASCApril2025



Riverbridge Primary School

**We are looking to appoint Breakfast and After School Club Assistants to join our thriving and extremely popular Breakfast Club and After School Club community, working with an amazing, already established, team of likeminded people, committed to offering first class 'wraparound' care to our Riverbridge children.**

**Breakfast Club Assistant: Monday - Friday 7.30 a.m. - 9 a.m.**

**After School Club Assistant: Monday - Friday 2.30 p.m. - 6.15 p.m.**

**There may be some flexibility around start times and days worked, please give details on application if you would like to request a variation.**

**Purpose of the role**

- To provide a stimulating, creative and caring environment, that enables the children to reach their full potential
- To provide full care for the children, including a healthy breakfast, and/or afternoon snack, as required
- Ensure that the club is a safe environment for children
- To ensure that equipment is safe and standards of hygiene are high
- Ensure all Health & Safety procedures are implemented at all times
- Support children with emotional or behavioural problems and help develop their social skills
- Assist in the setting up and putting away of equipment for activities
- Administer first aid as appropriate
- Support the aims and ethos of the school
- Implement all Breakfast and After School Club policies and procedures

**About Us**

Riverbridge is a three-form entry school which enjoys a diverse catchment, a vibrant community and a strong team spirit. We work collaboratively with other local Nurseries and Schools in different ways and are constantly on the look-out for opportunities to enhance our provision. The Breakfast Club Assistant role is term time Monday – Friday 7.30 a.m. – 9.00 a.m. and the After School Club Assistant role is term time Monday - Friday 2.30 p.m. - 6.15 p.m. We are proud to be part of The Lumen Learning Trust, a successful local multi-academy trust, made up of: Saxon Primary School, Shepperton; The Echelford School, Ashford; Walton Oak, Walton-on-Thames; Darley Dene, Addlestone; Ewell Grove Primary & Nursery School, Ewell; and and Riverbridge Primary School.

Professional development is central to our ethos and the successful candidate will gain from a wide range of in-house and external learning opportunities.

**We are looking for the right candidates to join our team. In particular we require someone who has:**

- Good written and verbal communication skills
- NVQ2/3 childcare qualification - desirable
- High level of personal and emotional resilience
- Lots of patience and the capacity to be flexible
- Ability and confidence to use initiative whilst respecting advice from professionals

**Deadline for Applications is: 30th May 2025**

**Interviews to be held on: 11th June 2025**

### **Safeguarding Statement:**

This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. If you are appointed you will be required to undertake an Enhanced Disclosure & Barring Service (DBS) check. You are required to declare any cautions, convictions, reprimands or final warnings which are not protected (i.e. that are not filtered out\*), as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended). You are also required to disclose any pending criminal proceedings against you or current police investigations, including those relating to other employment or matters outside work. Having a criminal record will not necessarily prevent you from taking up appointment; it will depend on the nature of the offence(s) and their relevance to the post you are applying for. However, should you not declare any of the above and this is subsequently revealed, for example through the DBS check, then this may place your employment in jeopardy. Any information given will be treated in the strictest confidence and with due regard to the ROA and data protection legislation.

Lumen Learning Trust is committed to Safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff and volunteers to share this commitment. To achieve this, we will ensure continuous improvement and development of robust Safeguarding processes and procedures that promote a culture of Safeguarding amongst our staff and volunteers. All posts are subject to an enhanced DBS check and satisfactory references, it is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children. Please note that under safer recruitment practices Lumen Learning Trust cannot accept CVs or letters in place of completed application forms.

We welcome applications from under represented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.