

School:	Alphington Primary School
Job Title:	After School Club Assistant
Salary (please indicate grade i.e. C, MPS/UPS, + any allowances etc):	NJC Grade B £11.79 per hour
Hours per week/weeks per year or FTE:	15 hours per week
Temporary/Permanent/Fixed Term:	Permanent
Start Date:	January 2024
Closing date:	Monday 4 th December 2023

We are looking for an After School Club Assistant to join our friendly team,

Salary: NJC grade B, 39 weeks per year, term time only.

The post will be for 15 hours a week, and the working hours will be Monday to Friday, from 3pm until 6pm.

We are looking to appoint a dynamic, enthusiastic and proactive playleader to work with our growing breakfast and after school club at Alphington Primary School. We are looking to find a member of staff who will get to know the children, giving energy and commitment to each child to help them to reach their full potential and feel good about their strengths.

Alphington Wraparound club continues to grow in numbers and our provision caters for all year groups from Preschool to Year 6. Wraparound club is an integral part of the school providing a supportive, engaging and nurturing environment to ensure pupils start and end their school day successfully.

This role will involve working with pupils across the school during the afterschool club, supporting the Manager in ensuring the best quality provision for all pupils and assisting and supporting the EYFS curriculum.. The children have healthy drinks and snacks at the club and food preparation skills will be needed. A willingness to take part in food safety and hygiene training is essential. The candidate needs to take a role in ordering food and ensuring it is stored and prepared according to food safety standards, with due consideration of any allergies or dietary requirements that children may have.

We would also expect the successful candidate to undertake safeguarding and first aid training, to be able to ensure the safety of pupils attending the club.

We offer a nurturing, supportive environment and seek to appoint those individuals who would relish the opportunity of being part of a team who are supportive, forward thinking and who care. We believe in professional development for all staff. You will have the opportunity to attend training and work collaboratively with other staff in school to develop your professional practice.

Alphington Primary School are part of the Exeter Learning Academy Trust, and the successful candidate will benefit from the training and opportunities from shared work and development across our schools which we offer as a trust.

Full details of the job description and application form can be found on the Exeter Learning Academy Trust website www.exeterlearningacademytrust.co.uk or via the school's website <https://www.alphington.devon.sch.uk> For an informal discussion please contact Sharon Tarr, Headteacher by emailing admin@alphington.devon.sch.uk

Please send your completed application form to jobs@elatschools.com

Closing date: 12 noon on Monday 4th December

Interviews will take place on Thursday 7th December

We are committed to safeguarding and promoting the welfare of children and all candidates are expected to share this commitment. This post is subject to a satisfactory enhanced DBS disclosure and a Disqualification by Association check.

Exeter Learning Academy Trust (ELAT) is a partnership of primary schools based in Exeter. The Trust currently has four schools: Alphington Primary School, Bowhill Primary School, Ide Primary School, and St Thomas Primary School.

We are a people-focused organisation with strong principles of enabling every child and adult within our Trust to thrive. We have high aspirations for all our children, regardless of their starting point, and in turn, expect our staff to have high aspirations of themselves. We believe that our strength lies in working together and using our collective skills and expertise to benefit the children in our schools.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced DBS check. This role also requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.