

Rode & Norton St Philip School Federation

Job Description & Person specification

Post: Play leader

Grade: 15 point 3

Reports to: Head Teacher & Senior Leaders

Main Purpose: to enthuse and engage our children in exciting play and games at lunchtime whilst maintaining safety. A willingness to work as part of a team and seek positive solutions is essential.

Main responsibilities and tasks:

- organise, plan and supervise play and activities for children aged 4 to 9
- enable children to experiment and learn about themselves and the world around them.
- supervise the children at all times, and make sure that safety procedures are followed,
- encourage positive behaviour and deal with challenging behaviour in a positive way.

- evaluate activities and keep any records needed
- talk to teachers and other support staff about the children.
- listen to the children,
- record and report any Child Protection concern to the designated officer
- record and report any Health & Safety issues promptly to the School Business Manager
- carry out any duties the Head teacher may reasonably direct from time to time.

Person specification:

We are looking for someone who is able to

- build good relationships with children and adults
- communicate effectively
- be creative, playful, imaginative and energetic
- demonstrate good organisational skills.
- show initiative and make decisions under pressure.
- work positively, effectively and enthusiastically as part of a team.
- be flexible and to always maintain confidentiality
- to demonstrate a positive personality and a good sense of humour.