

Job Description Playground Supervisor



Purpose	<p>This is a part time role to assist in the supervision of children during morning and lunch break. You will be required to work both indoors and outdoors depending upon the weather.</p>
Tenure	<p>Part time, fixed term (to end of academic year 2018/19). The hours for this post are 11am – 11.20am Monday – Friday and 12.50pm – 1.50pm Monday – Friday.</p>
Job Share	<p>A job share would be considered. Please state on your application if you wish to apply or a job share</p>
Rate of pay	<p>Salary point B for hourly paid staff - £7.83ph</p>
Holidays	<p>28 days incl. bank holidays (increasing to 33 days after 3 years) pro rata, to be taken during the school holidays</p>
Education and qualifications	<p>Essential qualifications:</p> <ul style="list-style-type: none"> • A satisfactory enhanced DBS check • Legally entitled to work in the UK • An emergency first aid qualification or a willingness to train.
Personal qualities: attributes/skills required	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Have an ability to work successfully in a team • Have demonstrable interpersonal and communication skills • Have good observational skills leading to an ability to take initiative • Understand the need for confidentiality • An awareness of health & safety issues • Have good spoken English • be organised, responsible, self-motivated and flexible • have a positive attitude to work • be realistic in expectation of child’s behaviour and knowing when to assist and when to step back • have an ability to establish rapport and respectful, trusting relationships with children, young people
Main duties and responsibilities	<p>The Playground Supervisor will be required to:</p> <ul style="list-style-type: none"> • Supervise the playground area, playing fields or inside the building as required. • Clear away any litter at the end of break and return any equipment to the appropriate place • Deal with minor first aid incidents; follow appropriate procedures for recording and reporting. • Assist in the implementation of appropriate behaviour management strategies as required • Observe a child or young person’s behaviour, understand its context, and notice any unexpected changes and report any inappropriate behaviour to the correct member of staff. • Resolve minor disputes between pupils • Assist in the supervision of other activities during the midday break, including setting out and storing equipment • Be conscious that confidentiality must be maintained and respected

Safeguarding	<ul style="list-style-type: none"> • To be committed to safeguarding and promote the welfare of children, young people and adults, raising concerns as appropriate. • Be aware of and comply with policies and procedures relating to child protection, confidentiality, health, safety and security. • Be aware of own (and others') professional boundaries.
Health and Safety	<ul style="list-style-type: none"> • Be aware of and implement your health and safety responsibilities as an employee • To work with colleagues and others to maintain health, safety and welfare within the working environment
Equality and Diversity	York Steiner School requires that staff treat everyone as individuals, with respect for their diversity, culture and values and with awareness of the ethos and values of the community as a whole.
Management and supervision	A representative of Education Mandate will take responsibility for providing induction and appraisal. Education Mandate are responsible to the School Management Group and the Board of Trustees

York Steiner School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.