



ST CATHERINE'S SCHOOL
TWICKENHAM



After School Care Club Supervisor To start as soon as possible

St Catherine's is seeking a positive and confident person to provide a safe and caring environment in line with national standards and guidance where our Prep pupils can enjoy a range of play, learning and leisure activities in our after school provision.

You will be responsible for planning and delivering a range of activities for the pupils attending After School Care Club that meets the emotional, social, physical and intellectual needs of the pupils; supervising homework and working closely with and develop positive relationships with the children. You will also ensure accurate registers you comply with policies and procedures relating to safeguarding, child protection, health and safety, welfare, security, confidentiality and data protection.

Applications are welcome from people who do not have experience in schools, but are enthusiastic to be part of a friendly and supportive community and who may be interested in other positions related to pupil welfare and/or administration. Full training will be provided. The School also has vacancies for other support roles, including Breakfast Club, First Aid and general administrative assistance, which can be linked to this After School role. More information on these roles can be provided upon request. Some roles are permanent, and the School has a flexible approach so that we can create the best role for valued staff. Applicants are invited to make their experiences and preferences clear.

Together with excellent communication, planning and organisational skills, you will be creative, fun and energetic with a flexible and practical approach to tasks. With the ability to work with initiative and to work effectively as part of a team, you will have excellent attendance and punctuality together with the ability to motivate and encourage.

If you feel you have the experience, enthusiasm and commitment necessary for this post, then we would be delighted to receive an application from you.

The School seeks to fill this post as soon as possible, so early applications are recommended. Applications will be reviewed as they are received and interviews held on a rolling basis.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to a number of safer recruitment checks including an enhanced DBS, Barred List and online and social media checks as part of Keeping Children Safe in Education and, once in post, receive further training and updates. This post is exempt from the Rehabilitation of Offenders Act 1974.

Please return your application via email to recruitment@stcatherineschool.co.uk