



TICKFORD PARK PRIMARY SCHOOL

AVON CLOSE, NEWPORT PAGNELL | MK16
9DHWWW.TICKFORDPARK.UK | 01908 610431

BRIEF

Tickford Park Primary School are looking to appoint a manager for our After-School Club.

SKILLS

We are looking for an organised, friendly, enthusiastic and highly motivated individual to lead our successful after school provision (Tickford Teatime club). We expect all members of our team to be caring, patient and supportive.

The ideal candidate will hold a recognized childcare qualification to NVQ level 3 or equivalent.

CLOSING DATE

Please submit completed applications to the school office by 10am Friday 28th June 23

AFTER SCHOOL CLUB MANAGER

WORKING HOURS	12.5 hours per week (3PM-5.30PM) Monday to Friday - term time only
SALARY	SCP 26 £14.06 per hour
START DATE	ASAP

THE ROLE

The successful candidate will be expected to:

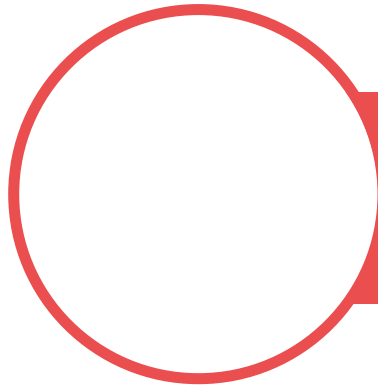
- Maintain the registration and bookings system
- Prepare meals in line with dietary requirements and food safety regulations
- To develop and maintain good relationships with parents/carers to facilitate meeting the needs of each child.
- Implement a stimulating and varied programme of activities which meets the physical, social, emotional, cultural and intellectual needs of the children.
- Manage and lead a small team including rotas and handling absences/leave and sickness.

WHAT WE CAN OFFER

- An engaging and supportive working environment.
- High-quality training relevant to the role.
- Access to competitive employee benefits.
- The opportunity to work with wonderful children.

Tickford Park Primary School is committed to safeguarding and promoting the welfare of all children at all times and expects all staff to share this commitment.

This post is subject to enhanced DBS and reference checks.



YOUR NAME

|



EMAIL



LOCATION



APPLICATION FORM



WEBSITE

