

SYDNEY RUSSELL SCHOOL
JOB DESCRIPTION - PLAYLEADER

Position: Playleader

Scale: £13.15 per hour (London Living Wage)

Hours: 10 Hours per week, term time only

Closing Date: Friday 6th September

PURPOSE OF JOB:

- To ensure the safety and wellbeing of Primary School children whilst they are at play in the playground or classroom
- To be responsible for safeguarding and the welfare of all children within the school

MAIN ACTIVITIES:

- To work with a team of playground supervisors and to liaise with the senior leadership team and class teachers.
- Be vigilant and proactive whilst the children are playing, anticipating and managing risks
- To ensure that the play area is safe and welcoming for the children at the start of playtime.
- To supervise the putting away of play equipment once play is over.
- To be responsible for the children's health, safety and happiness during playtime.
- To promote good behaviour and manners to ensure that the children are calm and happy.
- To instigate, lead and play games with the children.
- To manage and respond to accidents and to follow the first aid policy.
- To assist in the management and organisation of lunchtimes as directed by senior staff.
- To promote good behaviour during 'wet play', supervising pupils in the classroom so they are fully and constructively occupied.
- To manage pupil behaviour constructively and following the school's behaviour policy, ensuring that the children behave to our high expectations at all times.
- Report any incidents to senior staff as appropriate ensuring the class teacher is made aware of any difficulties pupils have experienced over the playtime period.
- Complete accident, first aid and behaviour logs as necessary.
- Encourage fair play and the development of pupil's social skills at all times.
- Be a role model to the children setting a very good example of conduct, language and professionalism.

Safeguarding

All staff are responsible for promoting and safeguarding the welfare of students by always ensuring compliance with the school's Safeguarding and Child Protection Policy. All staff must report any actual or potential risks to the safety or welfare of students to the Designated Safeguarding Lead. This document summarises the main responsibilities of the post. All staff are required to undertake whatever else may reasonably be requested by the Principal in support of the Aims of the School. Job Descriptions are subject to annual review.

Review Arrangements -

The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered, however, that over time the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of the responsibility entailed. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time.

Conditions of Employment

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment
- The post holder is required to support and encourage the school's ethos, and its objectives, policies and procedures as agreed by the governing body
- To uphold the school's policy in respect of child protection matters
- Will be subject to the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate and all relevant statutory and institutional requirements
- The post holder may be required to perform any other reasonable tasks after consultation
- This Job Description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed
- This Job Description is not necessarily a comprehensive definition of the post. It may be subject to modification at any time after consultation with the post holder

Person specification – Playleader

Criteria	Essential	Desirable
Professional knowledge, skills and competences	• Collaborative and supportive work with colleagues within the organisation • Collaborative and supportive work with professionals outside of the organisation. • Collaborative and supportive work with parents. • A passion for education and relentless determination that every student develops and succeeds. • Excellent listening skills and high levels of emotional intelligence. • Resilience and optimism to lead through day-to-day challenges • The ability to take personal responsibility, a readiness to reflect and self-evaluate and the ability to change, improve and develop. • Confidence and self-motivation. • The ability to work well under pressure and to be decisive. • High levels of honesty and integrity. • Good oral and written communication skills. • Good listening skills. • An attention to detail and ability to complete written reports when required.	
Philosophy and commitment	• A commitment to the responsibility to safeguard and promote the welfare of all students. • A commitment to contribute to the wider life of the school	

Personal qualities	• Willingness to participate actively in the wider school community. • Ability to form effective relationships with colleagues. • High expectations • Excellent interpersonal & communication skills • An ability to work collaboratively and lead and develop teamwork • Work with drive, energy, enthusiasm, resilience & a well-developed sense of proportion & humor	
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