

2 DA STAGE PERFORMING ARTS & CHILDCARE CLUB

Address: Ark Academy Primary School, Forty Avenue,
Wembley, HA9 9JR

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Company Number: 07800698 **Ofsted Number:** EY441090



SUMMER HOLIDAY PLAY WORKER JOB ADVERT

We're looking for a playworkers to support children and young people attending the school holiday schemes as directed by the Service Co-ordinator.

The primary aims of 2 Da Stage performing Arts & Childcare Club is to provide a high-quality service, safe and stimulating play opportunities as well as childcare for working or studying *or* parents/carers after school and during school holidays.

- **Accountable to:** The club manager
- **Locations:** Ark Academy Primary School, Forty Avenue, Wembley, HA9 9JR
John Keble Primary School, Crownhill Road, Harlesden, NW10 4DR
- **Hours:** Monday to Friday 8am – 6pm
- **Contract:** Casual
- **Pay rate:** Varies depending on age and experience.

Main Duties & Responsibilities

1. To promote the aims and objectives of **2 Da Stage** and use as a guide for daily activities.
2. Be aware of Staff Policies and Procedures.
3. To ensure the provision of good standards of physical and emotional care.
4. To ensure good standards of hygiene and cleanliness are always maintained.
5. To be responsible for the Health and Safety standards appropriate for the needs of the children.
6. To assist with the preparation and maintenance of materials equipment.
7. Recording of any accidents in the accident book.
8. Ensure child is collected by someone known to the club. Password must be given if the person is not a parent or carer.
9. To ensure the provision of a high-quality environment to meet the needs of individual children from differing cultures and religious backgrounds, and stages of development.
10. To ensure confidentiality of information received.
11. To be aware of the high profile of the club and to always uphold its standards.
12. To be involved in out of working hours activities, e.g., Training, Staff Meetings,
13. To undertake such other duties and responsibilities of an equivalent nature as may be determined from time to time by the manager.

Experience

Desirable

- Previous experience of working with children or young people with disabilities and special educational needs.

Qualifications

Essential

- Relevant level 2 qualification or working towards in childcare/ health and social care.

Knowledge and skills

Essential

- Good inter-personal skills.
- Basic awareness of Health & Safety.

Personal Circumstances and attributes

Essential

- Applicants need to be 16 years of age or older.
- Ability to relate effectively to the children, parents, and staff members.
- Ability and willingness to work according to our policies and procedures, e.g., safeguarding children, equal opportunities, etc.
- Ability to work well as a member of a team and on own initiative.
- To be willing to undertake any other duties that may arise.
- Self awareness and awareness of impact on others.
- Ability to uphold and maintain strict confidentiality in all aspects of the work.