

AFTER SCHOOL CLUB LEADER/ASSISTANT - PERSON SPECIFICATION & SELECTION CRITERIA

Criteria	Essential (E) Desirable (D)	Evident in Application (A) And/or Interview (I)
Qualifications		
Level 3 qualification in Playwork (defined as full and relevant by the Teaching Agency to work in an early years setting) <u>OR</u> Level 3 early years/childcare qualification (defined as full and relevant by the Teaching Agency to work in an early years setting) and the CACHE Award in Playwork for Early Years & Child Care Workers <u>OR</u> Level 3 early years/childcare qualification (defined as full and relevant by the Teaching Agency to work in an early years setting) and a commitment to achieve the CACHE Award in Playwork for Early Years & Child Care Workers / a Level 3 qualification in Playwork	E	A
Current appropriate first aid certificate or evidence of commitment to achieve this before taking up the post	D	A/I
Food safety/hygiene qualification at Level 2 or above	D	A/I
Training in safeguarding children at 'specialist' level, as defined by the Oxfordshire Safeguarding Children Board, or a commitment to complete this within 3 months of recruitment.	D	A/I
Experience		
Experience of working with children, and providing high quality play opportunities that meet their developmental needs	E	A/1
Experience of managing challenging behaviour in work with children	E	A/I
Knowledge and understanding of the Early Years Foundation Stage and requirements of the Ofsted Childcare Register.	E	A/I
Knowledge of Playwork Principles, as set out at www.skillsactive.com/playwork/principles	E	A/I
Aptitude & Skills		
Effective communication skills, with the ability to inform, inspire and motivate children and staff, and provide oral/written feedback to school, professionals and parents/carers	E	A/I
Ability to put knowledge of legal requirements and Playwork Principles into practice	E	A/I
Ability to use own initiative, problem-solve and make efficient use of resources	E	A/I
Relevant management and organisation skills, including staff supervision	E	A/I
Understanding of what constitutes high quality childcare and commitment to provide this	E	A/I
Ability to create and maintain positive and supportive relationships with vulnerable pupils	E	A/I
Awareness of strategies for the management of pupils with emotional and behavioural difficulties	E	A/I
Other		
Commitment to own professional development and that of colleagues	E	A/I

Awareness of Health and safety issues	E	A/I
Ability to maintain confidentiality	E	A/I
Can manage time effectively	E	I
Commitment to and understanding of the principles of equal opportunities and Children's Rights	E	I
Ability to ensure that the rights of children and adults are respected and promoted, and that discriminatory attitudes, behaviour or practices are challenged.	E	I
Disclosure and Barring Service (DBS) Certificate – this will need to be applied for if successful	D	I
Knowledge of child protection issues and procedures	D	I
Ability to move equipment/small items of furniture when setting-up/clearing play area	E	I
Ability to occasionally attend meetings/events outside normal hours of work for this post	D	I
Commitment to British Values	E	I