Erskine Stewart Melville

WRAPAROUND CARE PRACTITIONER

SCHOOL	• ESM Junior School
DEPARTMENT	• Wraparound Care
REPORTS TO	• Wraparound Care Manager

ROLE DETAILS	
PURPOSE OF THE ROLE	• As an After School & Holiday Club Practitioner, you will be working within an enthusiastic and dynamic team. Successful candidates will be responsible for the out of school care of children aged from Nursery to P7 based at Ravelston.
ACCOUNTABILITY	• The After School & Holiday Club Practitioner is accountable to the Wraparound Care Manager for their day-to-day tasks.
AUTHORITY	• The After School & Holiday Club Practitioner has authority as delegated by the Wraparound Care Manager.
RELATIONSHIPS	• The After School & Holiday Club Practitioner works closely with the other staff across the Junior School.

DUTIES AND KEY RESPONSIBILITIES	• Providing care for children who attend the After School and Holiday Club. • Supervising and interacting with individuals and groups of children on a daily basis. • Preparing and organising resources for each day's activities to provide a play environment for the children which provides high quality care, relaxation and fun. • Liaising with parents on a daily basis. • Taking an active part in the planning and evaluation process and accepting responsibility for the preparation of activities and tasks. • Ensuring that the play area is safe for the children's use and is tided appropriately at the end of the day. • Be flexible within working practices of the role and be prepared to work where needed; including domestic jobs. • Have a shared responsibility with other staff to help and support children by listening to the concerns they express to them and helping to answer their day-to-day inquiries.

PERSON SPECIFICATION		
	Essential Criteria	**Desirable Criteria**
Experience	• Experience of working with children.	• An interest in child development.
Education/Qualifications	• 4 passes at National 5 or equivalent at C or above.	• Playwork or Early Years qualification • Interest in working towards a recognised

		Childcare qualification for registration with the Scottish Social Services Council (SSSC)
Skills/ Abilities/ Capabilities	• Ability to multi-task. • Kind and enthusiastic person who puts the interests of the children first. • A good team player who relates well to others. • Responsible and well organised.	• Ability to prioritise own workload with good attention to detail. • Uses courage, care and curiosity to deal with conflict. • Professionally challenges, influences and motivates others.
Personal Attributes	• Demonstrates the values of the ESM. • Appreciates the impact of change on the school and individuals. • Nurtures professional interpersonal relationships with staff and students.	