



Appointment of Pre-School Assistant (Lunch Cover)

Situated within the heart of the Primary School at Kingarth Street is Hutchesons' Pre-School.

Hutchesons' Pre-School (pre-schoolers and nursery) spend half their time at the pre-school facility at Kingarth Street and half at H@PP (on Haggs Road) which is a recently converted facility with a modern, airy feel. Hutchesons' at Pollok Park (H@PP) provides 10 acres of green space and woodland. The children attend Kingarth Street and H@PP with their key person group.

The Pre-School sites, both indoors and outdoors, offer the best play-based learning opportunities for children from 3 to 5 years old and provides a safe, secure and nurturing environment in which children flourish.

We are looking for a Pre-School Assistant to join our team. The role would suit somebody with experience of working in a Primary School, After School Club, Pre-School or Nursery and also experience of lunch cover duties.

Key Responsibilities

Planning and Quality Assurance

- To assist ELPs in implementing planning.
- To support in resourcing a stimulating learning environment which fosters creativity, curiosity and challenge.
- To liaise with Senior Teacher and ELPs to monitor and record pupil progress.
- To contribute to ongoing self-evaluation and development of the setting.

Communication

- To promote positive relationships with parents, children, and colleagues.

Pastoral Care

- To safeguard and promote the health, safety, and welfare of the children.
- Together with key staff respond to the needs, interests, and developmental stage of the individual child.

Development

- To use self-evaluation to identify areas for improvement.

- Demonstrate a commitment to on-going CPD eg training, weekly planning and staff meetings.
- To keep up to date with key policies and national guidance.

Day to Day

- Provide support during daily lunch service.

Professional Recognition

- The candidate must be prepared to register with the Scottish Social Services Council (SSSC) if they are not already a member. A PVG update will also be required. Food hygiene and First Aid are also desirable.

Hours

3 or 5 days per week, term-time, 3 hours per day from 11.30 am-2.30 pm.

This role will be based primarily at our outdoor setting, Hutchesons' at Pollok Park (H@PP).

For your commitment to work, you will be rewarded with a competitive salary, use of the school gym and an extended benefits package.

Closing date for applications is Friday, 6 March 2026.