



Appointment of After School Care Practitioner (Term-Time)

Situated within the heart of the Primary School at Kingarth Street is Hutchesons' After School Care Club. Established mid-nineties but registered and regulated 2018, it has a modern, airy feel and the spaces, both indoors and outdoors, offer the best play-based learning opportunities for children ranging in ages from 4 (attending school) to 16 years. It provides a safe, secure and nurturing environment in which children flourish.

We have an opportunity for a part-time/term-time dedicated and enthusiastic After School Care Practitioner who would enjoy working as part of our experienced team in a lively and friendly environment and who will provide quality play and care within the framework of the After School Care policies and procedures and the Health and Social Care Standards.

Interested candidates must hold current SSSC registration and an SVQ 3 in Playwork at SCQF Level 7 would be advantageous.

Knowledge of Forest Schools would be advantageous as we are currently developing this within the service.

Day-to-day tasks would include working as part of a team with shared responsibilities for:

Planning and Quality Assurance

- Liaise with the Lead Practitioner to plan, development, organise and evaluate the daily/weekly/monthly play schedule, while following ASC procedures and risk assessments in conjunction with other staff and children.
- Provide the scaffolding for children to learn through play separate from the formal learning environment of school, allowing them to experience positive outcomes.
- Consult with children and involve them in decision making and the planning of activities.
- To be involved in end of term outings following risk assessments and procedures as required.
- Maintain Code of Conduct with the children, following ASC procedures, and in line with SSSC, including interaction with the children, as and when required within their play environment.
- Be an active team member within the childcare setting, supporting colleagues where appropriate.

- Maintain children's personal development files and profiles, risk assessments and planning paperwork up to date.
- To undertake distributed leadership roles in partnership with colleagues.

Communication

- To promote positive relationships with parents, children and colleagues
- Communicate fairly and equally with parents/carers regarding all aspects of the service.
- Liaise with the After School Manager regarding rota, holiday/sickness cover, staff meetings, etc.

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
- To provide an inclusive, nurturing, safe and welcoming environment that incorporates the children's ages, interests and abilities, with a child-centred approach.
- To provide comprehensive care for the children including collecting them from classrooms within the school and handover to parents at collection.

Development

- Use self-evaluation to identify areas for improvement
- Demonstrate a commitment to ongoing CPD eg training, weekly planning and staff meetings.
- Keep up to date with key policies and national guidance.
- Commit to undertake relevant qualification(s) and training sessions that will support the quality of the childcare setting. Ensure that continuous professional development is actioned throughout the year fulfilling the number of hours required by SSSC for continued registration.
- Responsible for updating your knowledge and understanding on current legislative documents, frameworks and national guidance including: Playwork Principles, UNCRC, The Child at the Centre, Regulation of Care (Scotland) Act, SHANARRI and GIRFEC.

Day to Day

- Setting up the play space and play equipment.
- Provide nutritious and healthy refreshments and ensuring that hygiene standards are met at all times.

Other

- Be involved in the annual housekeeping days (deep clean and maintenance).
- Undertake other tasks relevant to the job, as requested by the After School Club Manager.
- Attend and contribute to monthly staff meetings.
- Administering first aid when necessary.

Professional Recognition

- Registration with the SSSC.

Hours

Monday to Friday, 20 hours per week between the hours of 1.45 pm and 6.00 pm.

We also operate a Holiday Club, and the successful candidate would have the option of working during the Holiday Club Monday to Friday, 30 hours per week (with the possibility of extra hours)

Our Holiday Club operates as follows:

1 week in February
2 weeks in April
9 weeks in August
2 weeks in October

Uniform

Black trousers and trainers/soft shoes (not supplied)
Navy polos, fleece, jacket and raincoat (supplied)

What's On Offer?

- Enhanced Pension - 10% employer contribution
- 13 days public/national holidays (pro-rata for part-time employees)
- Cash Health Plan scheme for you and your children (under 18 years of age) and spouse (if required for a monthly fee)
- Life Assurance of 7x annual salary
- Employee Assistance Programme
- Access to internal wellbeing Counsellors
- Use of school gym
- Company Sick Pay
- On-street (free) parking