



Role:	Extended Schools Support Assistant
Working Hours:	3.00pm – 6.00pm or 3.15pm – 6.15pm
Hours per Week:	9 hours per week term time only, including Inset days - (Tuesday, Wednesday, Thursday)
Salary:	Grade 2 (spine point 3) (FTE - £29,562) pro rata
Contract Type:	Fixed Term
Start Date:	ASAP
Interviews:	As applications received – <u>Personal Statement required along with Application Form</u>

We are looking for a caring, enthusiastic, and friendly Support Assistant to join our Extended Schools Team. The ideal candidate will enjoy working with children aged 4 to 11 years and be eager to support a wide range of activities within our school clubs. A positive attitude, creativity, and a willingness to learn are key.

The role will involve:

- Ensuring the health, safety and wellbeing of the children
- Supervising and supporting the children in play and work activities, including the use of ICT skills in various media platforms
- Promoting healthy choices and active outdoor learning.
- Ensuring that the areas of the school used are left fit for purpose at the end of each session.

Job Requirements

- Undertaking appropriate and relevant training in first aid and safeguarding
- Excellent written and verbal communication skills and use of English to ensure the well-being of the children
- Experience of working with children aged 4 – 11 years in a play based setting
- Awareness of national standards in childcare and the Early Years Foundation Stage is important but not essential
- Show creativity in planning a variety of activities

Desirable

- Experience preferred, but not necessary as full training will be provided to the right candidates.
- Certificate in Safeguarding
- Paediatric or First Aid at Work Certificate or willingness to train
- Use of technology, covering all media platforms

For more information and to obtain an Application Pack, please see our website www.downsview.croydon.sch.uk

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post requires an enhanced DBS check. A basic internet search will be carried out for shortlisted candidates. Downsview is GDPR compliant and is registered with the ICO.