

Job Title: Afterschool Club Worker

Location: Meanwood CE Primary School

Hours: Mondays, 3:15pm – 5:45pm (2.5 hours per week)

Contract: Part-time, initially one day per week (with flexibility to increase hours as needed)

Start Date: 1st September 2025

Salary:

About the Role:

We are seeking a caring, enthusiastic and reliable individual to join our team as an Afterschool Club Worker at our welcoming one-form entry primary school. You will be responsible for supporting the safe, engaging, and enjoyable running of our afterschool provision.

This role is initially for one afternoon per week (Mondays), but we are looking for someone who is flexible and willing to take on additional hours in the future to cover staff absences or increased demand.

Key Responsibilities:

- Supervise and engage children aged 4–11 in a variety of fun and age-appropriate activities.
- Create a safe, inclusive and stimulating environment for all children.
- Assist with setting up and packing away materials and resources before and after sessions.
- Build positive relationships with children, parents and staff.
- Ensure the health, safety and well-being of children at all times, following school safeguarding procedures.
- Provide simple snacks or refreshments as required.

Person Specification:

Essential:

- Experience working with or caring for children (in any setting).
- A kind, patient and proactive approach.
- Strong communication and teamwork skills.
- Ability to follow instructions and school policies, especially around safeguarding and health & safety.
- Flexibility to take on extra hours when needed.
- Clear, enhanced DBS check.

Desirable:

- First Aid or Food Hygiene qualification.
- Experience working in a school or childcare setting.
- Relevant childcare qualification

Closing date for receipt of applications: Monday 14th July 2025 at 12 noon.

Interviews will be held on: Thursday 17th July 2025 2:00pm

This school is committed to safeguarding and promoting the wellbeing of children and young people and expects all staff and volunteers to share this commitment.

Successful applicants will be subject to DBS clearance and other relevant employment checks including an online search. References will be requested prior to interview for candidates who are short-listed. If shortlisted, you will be required to disclose relevant information regarding criminal history and an on-line search will be conducted. This includes only information publicly available on-line. The school withholds the right to withdraw offers of employment based on above criteria.

At Meanwood CE Primary School we will continuously strive to ensure that everyone in our school is treated with respect and dignity. Each person in our school will be given fair and equal opportunities to develop their full potential with positive regard to gender, ethnicity, cultural and religious background, faith, sexuality or disability. We are committed to providing equality and fairness through our recruitment and employment practices and not to discriminate on any grounds. All applications should be sent through the school admin email (admin@meanwood.leeds.sch.uk) for the attention of the headteacher.