



Person specification

Wraparound Care (After School Club Assistant - Hive)

Overview:

St Michael's Prep School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We are looking for someone who has a warm and encouraging manner that will bring out the best in others. They will be reliable, organised and efficient and a good team player. They should be passionate about working with young children.

Essential qualifications:

- Eligible to work in the UK.
- An enhanced disclosure via the DBS (which the school can facilitate) or registration with the Update Service.

Desirable qualifications:

- Level 3 Early Years Educator qualification.
- Strong literacy and numeracy skills (GCSE Grade 4 or above, or equivalent, in English and Maths).
- Level 1 Safeguarding Training (this can be facilitated by the school if not held).
- First Aid / Paediatric First Aid Certificate (this can be facilitated by the school if not held).
- Food Hygiene Level 1 Qualification (this can be facilitated by the school if not held).

Essential experience:

- Experience of working with children.
- The ability to form and maintain suitable relationships and personal boundaries with children.
- The ability to instil confidence in parents about the care of their children.

Desirable Experience:

- Use specialist curricular knowledge to support all children's learning.
- Previous experience working in a school.
- Understanding of Keeping Children Safe in Education (KCSiE) and safeguarding in schools.



Personal attributes:

- Excellent communicator with a broad range of people from children through to parents and staff.
- Strong team worker.
- Flexible approach to work and activities.
- A passion for working with young children.
- Ability to act as an ambassador and professional advocate for the school.
- Resilience and capacity to cope under pressure.
- Sympathy with the Christian ethos and values of the school.

St Michael's Prep School is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to an enhanced disclosure through the Disclosure and Barring Service and online digital presence checks if invited to interview.

