

## We are looking for a Play Worker for start asap

**Apply by Thursday, 3 September 2020**

Cardiff Steiner School are looking for a **Play Worker** for a fixed term post until 9 July 2021

You'll join our experienced and dedicated team to plan, organise and lead play-based Afternoon sessions for a Class of children aged 6 to 8. The role will also assist the Teachers on lunch break supervision.

You'll be passionate about the importance of play for children and understand how it supports them to develop socially and emotionally. You'll have a sound track record of supporting children's play, including children with Additional Learning Needs. You'll know how to support and be a helping hand, yet also lead a small group on your own. You'll be a good communicator, able to engage, inspire and support children, and work well with colleagues, parents and carers.

**Hours:** 4.66 hours per week, term time only

- Lunch Break Supervision 1.40 - 2.00pm Monday to Friday
- Afternoon Play Based Sessions 2.00-3.30pm Monday and Friday

**Salary:** £8.72 per hour plus statutory holiday pay (equivalent to £9.77 per hour)



Cardiff Steiner School is committed to safeguarding children and young people, we expect all applicants to uphold this. All candidates must have suitability to work with children, and post holders are subject to a satisfactory enhanced Disclosure Barring Service check.

## About Us

Cardiff Steiner School is a small, dynamic independent Steiner School for children age 3 to 18.

Steiner Education is the largest and fastest growing independent school system in the world with 1,150 schools worldwide. It offers an inspiring and nurturing education based on the needs of the whole child – physical, emotional, intellectual, cultural and spiritual. Our distinctive, international curriculum integrates academic, artistic and practical learning into a rich, balanced education. Please visit our website at [www.cardiffsteiner.org.uk](http://www.cardiffsteiner.org.uk) to learn more about the School.

We offer the Certificate of Steiner Education (NZCSE) in Upper School. The Certificate is the first trans-national, secondary school qualification to be fully based on the Steiner curriculum. It is a valid, alternative secondary school qualification that allows students to progress to further/higher education free from the pressure of GCSE and A level curricula and examinations.

We offer an energetic, collaborative and supportive environment where your input, enthusiasm and talents will be welcomed and appreciated. You'll be part of an experienced and diverse team of 25 teaching staff.

## How to apply

You are very welcome to contact us to discuss the post on 029 2056 7986 or email [ask@cardiffsteiner.org.uk](mailto:ask@cardiffsteiner.org.uk)

Contact us for an Application Pack or download it at:  
[www.cardiffsteiner.org.uk/about/jobs/jobs-play-worker/](http://www.cardiffsteiner.org.uk/about/jobs/jobs-play-worker/)

**Applications should be received by Thursday 3 September 2020** to: Nicola Robinson, Cardiff Steiner School, Hawthorn Road West, Llandaff North, Cardiff CF14 2FL [ask@cardiffsteiner.org.uk](mailto:ask@cardiffsteiner.org.uk) (029) 2056 7986

**The recruitment process will involve an interview and observed practice in the classroom.**

## Job Description Play Worker

**Responsible to:** The position works under the direction of the Teachers, and is accountable through the College to the Board of Trustees.

**Hours:** 4.66 hours per week for the approx. term-time only for the approx. 36 weeks of our academic year.

- Lunch Break Supervision 1.40 - 2.00pm Monday **to** Friday
- Afternoon Play Based Sessions 2.00-3.30pm Monday **and** Friday

**Salary:** £8.72 per hour plus statutory holiday pay (equivalent to £9.77 per hour) term-time only (This post is not eligible for the School's Staff Discount scheme on School fees)

**Type:** Fixed Term to 9 July 2021

### Main responsibilities of the post:

The primary focus of this post is to plan, organise and lead play-based Afternoon sessions for a Class of children aged 6 to 8. The role will also assist the Teachers on lunch break supervision.

### SAIS Session leader

- To plan, organise and lead play-based Afternoon sessions for a Class aged 6 to 8
- To use play activities to help the children to develop socially and emotionally
- To set up and put away play equipment and make sure play areas are safe
- To encourage children to be aware of their own safety and that of others
- To supervise children for fair behaviour during play, dealing with any minor injuries
- To encourage fair and caring behaviour among the children
- To encourage independence and self-esteem

### Break Duty

- To assist the supervision all classes during lunch break both inside and outside.
- To be observant, engaged and creative with the children, helping them engage in active but positive and responsible play.
- To work with the Teachers to support and encourage positive behaviour and expectations in the playground.
- To ensure, through observation and monitoring, that pupils are safe inside and outside the school building
- To be aware of daily risk assessments and records of the school playground. To observe for and remove any hazards from the playground. To rectify any risks immediately, or if this is not possible to report the risk to the School Administrator immediately.
- To deal with any minor injuries and ensure that any major injuries or sickness of pupils is reported immediately to the teacher on duty and School Administrator or School Office. To enter all required injuries in the accident book and report them to the pupil's Class Teacher/ Guardian.
- To deal on the spot with pupils who break the behaviour guidelines using the School's procedures. To deal with incidences including unruly or unsocial behaviour by pupils where appropriate, to report more serious incidences immediately to the Class Teacher on duty. To

record all incidences following the School's policies and procedures and to report them to the pupil's Class Teacher/ Guardian.

### **Other duties**

- To work within the teaching group to ensure the smooth day-to-day running of the whole School as required.
- To cover in Teachers' and other colleagues' absence where required.
- To be willing to learn about Steiner Waldorf Education and undertake appropriate preparation, study and training as necessary.
- To attend meetings as required.
- To take part in the appraisal of your own work performance.
- To support the School's ethos, principles and objectives.
- To be aware of and comply with the School's policies and procedures and to support their implementation including the Safeguarding and Health and Safety policies.

The above list is not exclusive or exhaustive and the post holder will be required to undertake such duties as may reasonably be expected within the scope of the post. All members of staff are required to be professional, co-operative and flexible and undergo reasonable and directed professional development. This may require out of 'normal hours' personal study which may be unpaid.

### **Person specification**

#### **Essential**

- A deep interest in supporting children's play and an understanding of how it helps children develop socially and emotionally
- A sound track record of supporting children's play, including children with additional learning or behavioural needs
- The ability to lead and support inclusive, safe and creative play incorporating the play principles of Steiner Waldorf education (guidance can be provided on this)
- The ability and experience to lead a group of children on your own
- The ability to engage, inspire and support children
  
- A commitment to the ethos of our School
- An understanding of the Steiner-Waldorf approach to play and / or a willingness to learn and develop your practice
- A demonstrable commitment to effective professional development and ongoing learning
- A flexible, cooperative and positive approach to work
- Personal warmth, patience, respect and understanding
- Good organisational skills and a strong sense of responsibility
- Excellent communication skills with children, parents and colleagues
- Proven ability to work in a small, close knit team
- Excellent punctuality and time-keeping skills
- Suitability to work with children and willingness to undertake an Enhanced DBS disclosure;
- Candidates from abroad will be asked to provide criminal records clearance from countries of residence, as well as evidence of eligibility to work in the UK. Candidates must have the right to work in the UK prior to application.

**Desirable**

- Experience of working with children age 6 to 8
- Experience of teaching or assisting children in a school or relevant setting
- A qualification and/or relevant experience in Playwork
- Current Paediatric First Aid Certificate or willingness to undertake training for this
- Working knowledge of policies and procedures relating to child protection, Health & Safety, security and confidentiality
- Safeguarding and/or child protection training
- Practical or craft skills

Proof of all qualifications will be required prior to an appointment being offered.

Proof of all qualifications will be required prior to an appointment being offered. We are an equality focused employer, and are determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, race or any other protected characteristic.