

Job Description

Position: After School Club – Supervisor

Line Manager: Enrichment Coordinator

General

The After School Club – Supervisor is responsible for overseeing the well-being, safety, and development of children. This role involves ensuring a positive and nurturing atmosphere conducive to learning and growth.

Duties and Responsibilities

- Supervise and monitor children from ages 3 – 11
- Follow safeguarding rules and ensure the safety of all children in all times
- Supervise children and ensure their safety, development, growth, skill achievement, and general well-being
- Develop and implement behaviour management strategies to create a positive and respectful learning environment
- Address and resolve behavioural issues with children in a constructive and consistent manner
- Interact and engage the students with their academic studies and homework (Y1 onwards).
- Keep children busy by following a well-structured program of different activities
- Support and help students with a range of abilities
- Mediate any children's disputes
- Report any incidents that occur swiftly to the head of Supervision

Non limiting clause

This job description is not intended to be a complete or limiting description of the tasks or responsibilities that the post holder may reasonably be requested to undertake. The job description may be changed to meet new demands or circumstances and following consultations between the post holder and the Headteacher/Principal.