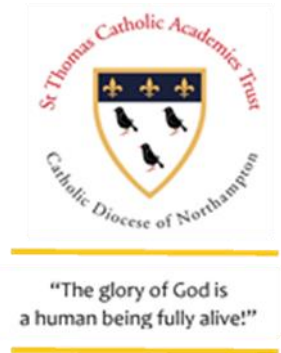




# St Joseph's Catholic Infant School

Headteacher: Mrs A Taylor  
Hazell Avenue, Aylesbury, HP21 7JF  
Telephone: 01296 484618  
Email: office@stjosephsrcinfant.bucks.sch.uk



## VACANCIES

<p style="text-align: center;"><b><u>Club Manager</u></b></p> <p>Salary: Range 3 (ISN 16 – 20) – Pro Rata 5 hours per week flexible to be agreed Permanent</p>	<p style="text-align: center;"><b><u>Club Supervisor</u></b></p> <p>Salary Range 2 (ISN 11-15)- Pro Rata 3.00-6.00pm (15 hours/week) (Term Time only + INSET) Fixed term to 31/08/2023</p>
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### Starting 1<sup>st</sup> September 2022

We are looking to appoint staff for our successful and well-resourced Care Clubs set-in purpose-built environment with outdoor facilities. We are a fantastic, friendly setting where children feel happy and relaxed. The team are supportive and the club itself is very much a part of the whole school community

The **Club Manager** will have responsibility for ensuring high quality practice and provision, ensuring the environment is well-maintained and for leading planning and Care Club staff. They will report to the Headteacher and the Early Years Lead and will work in collaboration with the Extended Services Early Years Manager. The successful applicant would be expected to attend relevant training, and take an active role in CPD.

The **Club Supervisor** would lead in session, managing the day-to-day needs of the children and setting and implementing planning and policies.

**Applicants must already hold at least a Level 3 Qualification in Early Years & Childcare, and Basic Food Hygiene qualifications. A good level of computer literacy and effective communication skills are needed as is a good understanding and experience of working with, and planning appropriately for Early Years pupils and their specific needs. DSL training would be desirable but not essential.**

We would love to hear from you if you are a caring and committed person who has an enthusiasm to support and care for all pupils and who recognises the importance of pupil well-being in an after school setting.

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The school takes its safeguarding commitments very seriously and this will be reflected throughout the recruitment process. Any offer of employment will be subject to the successful candidate undergoing an enhanced DBS check and providing satisfactory references.

What we can offer:

- A caring school community
- Opportunities for ongoing professional development
- Supportive colleagues, parents and governors
- The school is well resourced and set in attractive grounds
- Wonderful, happy children

Application forms are available on the school website <http://www.stjosephsrcinfant.bucks.sch.uk>.

**Closing date: 31<sup>st</sup> August 2022**

**Interviews: By arrangement – w/c 5<sup>th</sup> September**