

# **PARK STREET CofE PRIMARY SCHOOL AND NURSERY**



## **JOB DESCRIPTION FOR TEACHING ASSISTANT AND PLAY WORKER**

**JOB TITLE :** Teaching Assistant & Afterschool Club Play Worker

**RESPONSIBLE TO:** The headteacher, members of the senior leadership team (SLT) and the governing body.

### **Main Purpose**

To support the learning, development, and well-being of pupils during the school day and to lead engaging, safe, and inclusive activities during the afterschool club.

### **Key Responsibilities**

#### **Teaching Assistant (TA) Duties:**

- Support pupils with a range of needs, including learning difficulties, communication challenges, and social or emotional needs.
- Assist the class teacher in delivering high-quality teaching and learning.
- Work with individuals or small groups to reinforce learning objectives.
- Help manage classroom behaviour and promote a positive learning environment.
- Prepare and maintain learning resources and classroom displays.
- Provide support with personal care or medical needs where required.
- Monitor and record pupil progress and provide feedback to teachers.
- Foster positive relationships with pupils, staff, and parents.

#### **Afterschool Club Play Worker Duties:**

- Plan and deliver a variety of fun, creative, and age-appropriate activities.
- Ensure the safety and well-being of all children during club hours.
- Promote positive behaviour and social interaction through play.
- Set up and tidy away resources and equipment.
- Provide snacks and supervise mealtimes in line with school policies.
- Maintain accurate attendance records and incident logs.
- Communicate effectively with parents and carers at pick-up time.

### **Person Specification**

#### **Essential:**

- Experience working with children in a school or childcare setting.
- Kind, patient, and nurturing approach.
- Ability to build positive relationships with children and adults.
- Understanding of safeguarding and child protection.
- Good communication and teamwork skills.
- Ability to use initiative and adapt to changing needs.

**Desirable:**

- Relevant qualifications (e.g., Level 2 or 3 TA, Playwork, Childcare).
- Experience supporting children with SEND.
- Paediatric First Aid qualification.

Signature of Post holder: .....

Signature of Headteacher: .....