



<b>Post Title:</b>	<b>AFTER SCHOOL CLUB ASSISTANT</b>
<b>Contact:</b>	Amanda Zdyrko, Headteacher; head@helmdon.northants-ecl.gov.uk 01295 768126
<b>Job Type:</b>	Part time; 6.25 hours per week - 3 afternoons in total
<b>Contract Type:</b>	38 weeks per year
<b>Start Date:</b>	Expected start date: 27 <sup>th</sup> March 2023
<b>Safeguarding</b>	Helmdon Primary School is committed to safeguarding and promoting the welfare of children and requires all staff and volunteers to share this commitment - an enhanced DBS check will be required. We will request references for all candidates shortlisted for interview prior to the interview date.
<b>Requirements:</b>	<p>We are looking for a motivated and enthusiastic assistant to join our committed and friendly team and supervise our After School Club. The successful candidate will have the following attributes and abilities:</p> <p>experience working with and or caring for children; the ability to relate well to children and act as a role model; general awareness of inclusion, especially within a school setting; ability to look after children ensuring their safety; ability to promote good behaviour; awareness of issues relating to safeguarding, child protection, health, safety and security, confidentiality and data protection and a commitment to best practice; ability to work independently.</p>
<b>Description:</b>	Helmdon Primary School is a village primary school serving Helmdon and surrounding villages and towns. We are committed to school improvement, teamwork and professional development.
<b>Additional Note:</b>	Children of After School Club Assistants who attend Helmdon Primary School qualify for free After School Club whilst their parent is working.
<b>Pay Scale:</b>	<p>Pay Scale 2 (£20,441 pa)</p> <p>The salary quoted is the full time equivalent; part time work is paid pro-rata.</p>
<b>Application Dates:</b>	<p>Please apply by 5:00pm Monday 20<sup>th</sup> March 2023.</p> <p>Interviews are planned for Tuesday 21<sup>st</sup> March 2023.</p>
<b>GDPR</b>	<p>As defined under the General Data Protection Regulation (GDPR) Helmdon Primary School is a Data Controller and a Data Processor, and our legal basis for processing your personal data is 'Legitimate Interests'. You have the right to object to our processing your data in this way. For more information about this, your rights, and our approach to Data Protection and Privacy, please visit our website:</p> <p><a href="http://www.helmdonprimaryschool.com">www.helmdonprimaryschool.com</a></p>