School:	**St Margaret Clitherow Catholic Primary School**
Grade:	**Afterschool Club Assistant**
Responsible to:	**Afterschool Club Manager**

Purpose of the Job:

To assist in providing a safe, stimulating and enjoyable environment for children through a variety of activities at our Afterschool Club provision.

Key duties and responsibilities:

1. Supervise and engage children across the school in a safe and positive environment

2. Support a range of fun, age-appropriate activities

3. Encourage positive behaviour and social development

4. Prepare and serve healthy snacks and tea in accordance with food hygiene requirements

5. Support children's wellbeing and individual needs

6. Maintain a safe, clean and organised setting

7. Follow safeguarding, health and safety and school policies at all times

8. Work effectively as part of a team and communicate professionally with parents and carers.