**POST: PART TIME PERMANENT OOSC Assistant 20 hours per week**

Governors at Poulton St Chad’s C of E Primary are looking to appoint an OOSC Assistant who has the passion and enthusiasm to help children of all abilities reach their full potential.

Working hours for Breakfast Club are 7:15am - 8:45am Monday- Friday

After School Club 3:00pm-5:30pm Monday- Friday

We are looking for someone who will:

* Have proven skills in supervising and interacting positively with children.
* Be efficient in preparing snacks and suitable activities
* Establish fair, respectful and supportive relationships with children.
* Demonstrate a patient, inclusive approach and value each child as unique.
* Follow our procedures for Health and Safety, Food Hygiene, Safeguarding and First Aid and others.
* Have high expectations for themselves and the children.
* Effectively communicate and work in partnership with families, carers and colleagues.
* Be a hardworking, loyal member of our team who will contribute to making our school even better.
* Be supportive of the Christian ethos of this school and help maintain its church school distinctiveness

We can offer you:  
- Wonderful children with supportive parents.  
- A friendly, experienced and supportive staff team.  
- A commitment to your professional development.  
- An environment where you will be valued and celebrated yet challenged to improve.  
- A commitment to your wellbeing - happy employees are good employees

- A supportive Governing Body, who are dedicated in their support of the school.

Diocesan application forms are available online- please make sure you save your application form carefully. We will not accept Lancashire County Council application forms. Please email your applications to Ms Cameron the After School Club Manager:

l.cameron[@poultonstchadsce.lancs.sch.uk](mailto:bursar@poultonstchadsce.lancs.sch.uk)

Please contact Miss Cameron at the school office on 01253 883639 if you have any further questions.

Closing Date: Thursday 9th May at noon

Shortlisting: Thursday 9th May at 4pm

Proposed Interview: Thursday 16th May 2024

Start Date: asap

Grade Level: 3