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| **Haslington Primary Academy and Nursery****Nursery Assistant/After School Care Club Assistant** **Grade 4- £24,790.00 Full Time Equivalent (£18,306.43 actual gross salary)** **38 weeks per year plus 1 Inset Day****Hours of work- 27.5 per week in school and 5 hours per week in After School Care Club** Haslington Primary Academy and Nursery are looking to recruit an enthusiastic and highly motivated Nursery Assistant/Care Club Assistant to join their team. In the first instance, this is a temporary position for one academic year. However, there may be the opportunity for this to become a permanent position for the right candidate. The hours of work will be:9:00 am- 3:00pm Monday to Friday with 30 minutes unpaid lunch. 3:30pm-6:00pm 2 days a week in Care Club (days to be confirmed) The role will be based in our Nursery setting, supporting the children during the day. You will be required to follow the EYFS curriculum and follow the fundamental British Values in Early Years. You will be assigned key children, complete weekly planning and complete observations for your children. There will be potential for movement across the school in the future.The role also includes working in our After School Care Club. This will involve providing quality wrap around care to both nursery and school age children. The role will entail providing a safe, stimulating and inclusive environment for children and preparing, planning and delivering quality play opportunities.  **The successful candidate must: -** * have minimum Level 3 NVQ childcare qualification
* have a food hygiene qualification (or be willing to work towards one)
* have a Paediatric First Aid qualification (or be willing to work towards one)
* have experience in the last two years as a Nursery Practitioner or Teaching Assistant in either a private day nursery or primary school
* have a good knowledge of the EYFS
* enjoy working with children
* be able to present as a positive role model
* have a flexible approach to the role
* demonstrate a commitment to personal and organisational development
* demonstrate a commitment to safeguarding children and maintaining confidentiality at all times
* have excellent organisational skills
* have excellent verbal and written communication skills
* have the ability to work as part of a team and to make positive contributions
* have the ability to act on their own initiative
* have a good sense of humour

**In return we can offer: -** * an experienced and supportive team of staff
* amazing children who feel confident to express their individuality and their talents
* a happy school community where respect and wellbeing are at the heart of everything we do
* excellent opportunities for training and continual professional development
* talented Governors and Trustees, who know the school well and are fully supportive of work life balance
* access to a comprehensive Employee Assistance Programme (counselling services, GP anytime, musculoskeletal services etc)
* eye care vouchers
* discounted gym membership
* free annual flu jab.

Our school is committed to safeguarding and promoting the welfare of children and requires all staff and volunteers to share this commitment. References will be taken up for all shortlisted candidates prior to the interview. The successful applicant will be required to undergo an enhanced DBS Disclosure.Application forms and further details are available from the Academy website. Please forward completed application forms to Mrs Z Holloway by e-mail (hr@alexandraacademytrust.co.uk) **Closing date: Friday 4th April at 5:00pm** |
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