

SWING GATE INFANT SCHOOL AND NURSERY
Swing Gate Lane
Berkhamsted
HP4 2LJ



Location Swing Gate Infant and Nursery School

Pay Grade: H1

Purpose of the Role: To ensure the safety and wellbeing of pupils during the breakfast club session.

Main Responsibilities

- The ability to work with a team to develop outstanding wrap around care provision.
- The set up, preparation and clearing away of breakfast inline with food hygiene standards.
- The set up and organisation of fun activities.
- The ability to manage food ordering.
- The ability to manage effective relationships with children and parents.

Knowledge Health and Safety Level 1 Safeguarding / Awareness of keeping children safe in education Understanding of the Schools Ethos, Vision and Values First Aid certificate	Competencies Communication Team working Active listening Sensitivity Initiative
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This post is classed as having a high degree of contact with children and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of Hertfordshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.