

### OPAL PLAY LEADER

<b>Grade:</b>	E/4
<b>Responsible to:</b>	Opal Curriculum Leader/PE Leader
<b>Liaises with:</b>	Other staff as appropriate

#### Job purpose and Scope

The OPAL Play Leader will support and facilitate meaningful and productive child initiated play during the school day in accordance with the Play Policy.

### JOB DESCRIPTION

#### Ensure well-being of pupils

- Ensure that all Play Team staff are completing their main duties to a high standard and that all staff are facilitating play development.
- Ensure that you and your Play Team have read the Play Policy and are fully supportive of it.
- Ensure the safety, welfare and general conduct through appropriate application of the school's policies and procedures.
- Work alongside the Pastoral team to establish safe and proper behaviour, by appropriate intervention or referral to senior staff, as appropriate.
- Identify and report any unauthorised visitors on school premises.
- Complete any relevant documentation required by the school in relation to incidents occurring during the lunchtime break period.
- Participate in OPAL/Team Around the Child (TAC)/medical meetings, as required.
- Ensure you and your Play Team are aware of children's special medical conditions and the relevant precautions and treatments necessary.
- Take any immediate action to attend to sickness or accidents by carrying out minor first aid and summoning relevant assistance.
- Report any major accidents or bumped heads as per the School's procedures.

#### Ensure a diverse range of playable resources are provided for, and are accessible to, all children

- Ensure there are sufficient resources to promote each of the 'play types' as listed in the Play Policy.
- Check the quality and condition of resources and repair or remove any resources that are not of a suitable condition.
- Ensure resources are stored appropriately.

## **Discuss resources with the children (school parliament) and use their views to create development plans**

- Organise and carry out the replenishment of resources
- Securing funding from internal or external sources for resources
- Purchasing resources as required.
- Coordinating appeals within school and local communities for resources.
- Collecting resources from sources such as the Scrapstore.

## **Provide support and training for other school staff or pupils as required**

- Build Play Team members expertise and practice.
- Organise and support pupil Playground Leaders with their role.
- Facilitate peer led play opportunities.
- Provide suggestions for Play Maker activities and games.

## **Ensure enriching play events or opportunities are created**

- Discuss and plan with pupils/staff and School Council.
- Implement planned activities which promote play development.
- Review activities to promote self- evaluation and play development.

## **Create opportunities for play to support the social and behavioural development of pupils**

- Ensure a rich and varied set of play opportunities is available to all children.
- Provide engaging playwork interventions for pupils who find positive behaviour choices challenging.

### **PERSON SPECIFICATION**

<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>QUALIFICATIONS AND TRAINING</b>	
<ul style="list-style-type: none"><li>• Willingness to gain further qualifications in Play Work, First Aid and Child Protection</li></ul>	<ul style="list-style-type: none"><li>• NVQ Level 2 or 3 in Play Work</li><li>• Paediatric First Aid qualified</li><li>• Child Protection training</li></ul>
<b>EXPERIENCE</b>	
<ul style="list-style-type: none"><li>• Early years education or similar relevant experience</li><li>• Contributing to the development of a positive approach to play</li><li>• Significant experience of working with children</li><li>• Awareness of Equal Opportunities and Health &amp; Safety Policies</li></ul>	<ul style="list-style-type: none"><li>• Relevant Play Work experience with primary age children OR experience of organising (play) activities for groups of children</li><li>• First Aider experience</li><li>• Experience of considering and upholding the safeguarding of young people</li></ul>
<b>KNOWLEDGE AND UNDERSTANDING</b>	
<ul style="list-style-type: none"><li>• Responsibility for the safety, welfare and wellbeing of children including Safeguarding procedures</li></ul>	<ul style="list-style-type: none"><li>• Principles of Play Work</li><li>• Effective behaviour management strategies</li></ul>

## EMPLOYEE EXPECTATIONS

- Maintain the school's vision 'Confident People Shining' and the values that underpin it.
- Must be aware of and comply with policies and procedures relating to Safeguarding and Child Protection, General Data Protection Regulations and confidentiality reporting all concerns to an appropriate person
- Must carry out all duties in accordance with the school's Health and Safety Policy
- Adhere to the School's Code of Conduct and Staff Handbook.
- To assist in the promotion of the school to different members and audiences and raising the school profile in the local community.
- Participate in training and other learning activities required and to participate in appraisal and professional development
- To contribute to the professional development of other support staff
- Undertake other similar duties and activities that fall within the grade and role as other duties may be reasonably required by the Head Teacher
- The school undertakes to provide an annual system of Performance Management.

By providing your signature below you are agreeing to uphold the standards in this document relating to job description, person specification and employee expectations:

Signed	
Name	
Date	