

## RECRUITMENT FORM FOR SCHOOLS

**PLEASE ENSURE TEXT/BODY COPY IS FILLED IN BELOW AS DIRECTED. ALL FIELDS ARE MANDATORY**

**The named approver will be sent a proof of the advert with a deadline you will need to adhere to this as it may result in your advert not appearing that week.**

<b>Email address of Approver:</b>	adminstaff@parkhill.coventry.sch.uk
<b>Please state where you would like to advertise,</b>	<b>WM JOBS</b>

### Advert Text

(This will appear in your advert) – please use the headings in the boxes on the left but put your information in the boxes on the right.

<b>School Name:</b>	<b>PARK HILL PRIMARY SCHOOL</b>
<b>Full Address:</b>	<b>LOWER EASTERN GREEN LANE COVENTRY CV5 7LR</b>
<b>Telephone Number:</b>	<b>024 76466669</b>
<b>Email Address: (for application forms)</b>	<b>adminstaff@parkhill.coventry.sch.uk</b>
<b>Job Title:</b>	<b>Play Workers - Before &amp; After School Club</b>
<b>Is the post temporary and length of Contract</b>	<b>FIXED TERM UNTIL 31.07.2019 TO BE REVIEWED ANNUALLY</b>
<b>Hours:</b>	<b>21.25 hours per week 7.15am – 9.00am &amp; 3.00pm – 5.30pm</b>
<b>Please insert if TTO</b>	<b>TTO 38 weeks</b>
<b>Salary range:</b>	<b>Grade 2 (£8.31p/hr - £9.01 p/hr depending on experience)</b>
<b>Advert text:</b>	<p>Park Hill Primary School are looking to appoint experienced Play Workers to join our before and after school club team. Your role will be to support with the smooth running of our before and after school provision.</p> <p>The role will include planning and preparing a range of play experiences for children from 2 -11 years. You will also be require to prepare a balanced and varied range of nutritious snacks.</p> <p>Ideal Candidates will need to have:</p> <ul style="list-style-type: none"> <li>• Relevant experience of working with children</li> <li>• The ability to organise appropriate activities for children aged 2-11years.</li> <li>• Have a good understanding of Health &amp; Safety requirements in order to create a safe, caring and stimulating environment that addresses the needs of individual children.</li> <li>• Have a clear understanding of safeguarding regulations.</li> <li>• Committed to working as part of a team.</li> </ul>

For further information, please visit [www.parkhillprimaryschool.co.uk](http://www.parkhillprimaryschool.co.uk) where application forms can be downloaded – alternatively, please email: [adminstaff@parkhill.coventry.sch.uk](mailto:adminstaff@parkhill.coventry.sch.uk) to request an information pack.

This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).

This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.