



Application Pack

Play Team Member

Galley Hill Primary School

Letter to Applicants:

Dear applicant,

We are delighted you have shown an interest in the role of Play Team Member at Galley Hill Primary School, An exciting role key to the future success of this important school within Galileo Multi Academy Trust.

Within this application pack you will find:

- a) Information on how to access the online application form and additional forms (these can be completed electronically and emailed)
- b) Job Description
- c) Further information about our Trust

Applicants should return their application form to info@galileotrust.co.uk by the closing date, Noon on 12th May 2023

Should you wish to enquire about the role, please do not hesitate to contact me on 01642 777963 or via email info@galileotrust.co.uk to arrange a phone call.

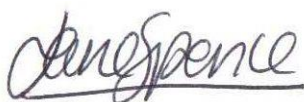
As mentioned in the advertisement, a DBS disclosure is required for this post. It is important to note that:

Galileo Multi Academy Trust is committed to safeguarding and promoting the welfare of children.

Closing date: 12th May 2023 at Noon

Interviews: W.C 15th May 2023

I would like to take this opportunity to thank you for your interest in this vacancy and wish you well with your application.



Jane Spence CEO



Why work for us?

Galileo is an exciting multi academy Trust based in Redcar and Cleveland, serving just over 3,000 children aged 2 – 11 with around 500 staff. We are currently a family of ten ‘Good’ and ‘Outstanding’ schools whose vision is:

‘To make Galileo Multi Academy Trust a leading provider of education, recognised for its core values, ensuring each and every pupil thrives, develops a love for learning and is prepared to take their next steps in life.’

Our values are:

We are **AMBITIOUS** and want every child and colleague to reach their full potential with confidence and to enjoy their learning and work.

We are **INCLUSIVE** so everyone has an opportunity to shine whatever their talents or interests, and no one is left behind.

We act at all times with **INTEGRITY** ensuring that the children in our trust are at the centre of everything we do, and every decision we make.

Our core values make us a great organisation of which to be part, every member of our school community is equally important to us, we want every colleague to reach their full potential and enjoy interesting and fulfilling jobs.



Employee Benefits & Wellbeing:

Staff wellbeing is paramount, especially during recent stressful times which have required seismic changes to the way we both live and work. Staff feedback over the last academic year has been overwhelmingly positive with colleagues feeling supported both practically and emotionally, allowing them to carry on doing the best by every child.

Working for Galileo has many benefits, and as we become more established these will get even better. We want only the best people to take us into the next successful chapter and help realise our vision.

- Galileo adheres to the School Teachers Pay and Conditions Document, and for support staff the NJC conditions.
- Access to comprehensive CPD opportunities from external providers as well as in house from our home-grown team of experts, whether it is nationally recognised accreditation or bespoke provision, we take professional development very seriously.
- Access to all internal cross Trust career opportunities, all posts appear on the Galileo Career site, we love to employ and promote our own people.
- Access to cross Trust secondment and special project opportunities to broaden your experience and help the Trust develop its expertise and share best practice.
- A full human resource service providing advice and support to all colleagues regardless of role or working pattern with welfare at the heart of everything it does.
- Full access to a 24/7 Employee Assistance Programme which is a confidential support programme to help manage stress and offers specialist counselling and information on both financial and work-life issues.



Job Advert

Play Team Member

Grade A1 - £18,191.84 Per annum/Pro rata

Number of hours: 28 hours per week - Term Time Only

We are seeking to recruit additional members to our Play Team who will support meaningful and productive child-initiated play during our lunch times at Galley Hill Primary School.

This is a fabulous opportunity to join our team here at Galley Hill as we continue to develop our whole school play initiative.

Required: 1st September 2023

Location: The postholder will be based at Galley Hill Primary School and will report to the Play Coordinator / OPAL Team

Nestled in Guisborough, Galley Hill Primary School is a nurturing, community-focused school with a passion for our beautiful outdoor spaces and wider environmental issues.

Always seeking to innovate and improve our practices, this is an exciting time to join Galley Hill as we continue to develop our school site including our wonderful outdoor spaces.

The successful candidates will work closely with the OPAL Play Coordinator and members of the Senior Leadership team to facilitate play opportunities to embed play into the school's lunchtime period. They will ensure that all our children have a meaningful lunchtime play every day by creating a safe and stimulating outdoor environment providing social, active and creative play experiences.

We welcome applications from candidates who:

- are enthusiastic, positive, well-motivated and passionate about meeting the needs of children
- are a versatile and flexible team member, and uses their own knowledge and experience to facilitate an enjoyable lunch time experience for the children
- are skilled at developing positive relationships and managing behaviour
- are keen to learn from others, willing to share good practice and develop their expertise

Central to our values is our motto of 'Nurture, Grow, Succeed' which encompasses and includes all members of our school community, including teachers. At Galley Hill, we can offer:

- Thoughtful and passionate learners
- An enthusiastic, energetic and supportive team in which staff wellbeing is highly valued
- High quality CPD
- Opportunities to share innovative ideas and develop as a teaching professional

Closing date: 12th May 2023
Interviews w/c 15th May 2023

Please refer to the back cover of the application pack for details of how to apply for this position.

Galileo Multi Academy Trust is committed to equality of opportunity, safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check along with other relevant employment checks.

Job Description

1. Job purpose / overall description

Working as a member of the Play Team, you will ensure that all our children have meaningful lunchtime play every day. You will work as a member of the Play Team to create a safe and stimulating outdoor environment providing social, active, and creative play experiences for all. The Play Team are also responsible for ensuring that all our children have a pleasant eating experience at lunch time, whilst maximising the time they can spend outside playing. You will support all our children as they visit the dining hall and are responsible for clearing and cleaning the hall to a state ready for use (e.g. for PE, school assemblies) in the afternoon.

2. Main duties

- Work as part of the Play Team to cover all lunchtime tasks daily. This will include sessions outside and also sessions in the dining hall.
- Work with the Play Coordinator to ensure all children have access to exciting play opportunities every lunch time.
- Facilitate play opportunities and act as an ambassador for play.
- Work with the Site Manager, Play Coordinator, and Play Team members to ensure that all our children have a safe site for play.
- Coordinate and communicate between play zones and dining hall to ensure all children visit the dining hall and eat their lunch.
- Assess play areas for risks daily and communicating/implementing any changes required.
- Assist with putting out and packing away of play equipment/kit.
- Record and report incidents of note that occur during lunchtime – e.g. site issues, behaviour, first aid.
- Assess and deliver first aid to pupils (if trained). Assist with first aid reporting.
- Coordinate and communicate with the Play Coordinator, Play colleagues and the Catering Team to ensure that all children visit the dining hall in a scheduled manner, to minimise queuing and maximise play time outside.
- Assist children at lunch, e.g. with queuing, getting seated, opening packets, spillages, disputes, clearing plates / cutlery and encourage good eating and social skills.
- Clear and clean the hall during service (e.g. spillages, assisting with waste food, trays and cutlery).
- Clean, pack down and store all dining hall furniture at the end of lunch. Sweep the floor ready for use in the afternoon.
- Offer care, support and advice for children during lunchtime.
- Contribute ideas and suggestions to improve the team practices and performance.
- Promote and safeguard the safety and welfare of children in accordance with school child protection and behaviour management policies.
- Support and uphold Galley Hill's values system, our 3 school rules (Be Ready, Be Respectful, Be Safe) and reward pupils with verbal praise for positive attitudes and behaviours.
- Attend periodic team meetings and/or training for professional development.
- Assist with training new team members.

3. Job context

The post holder will work under the general direction of the Play Coordinator. The Play Coordinator is directed by the Head Teacher/Local School Board who will take the lead on the strategic direction of the school, setting its philosophy and its vision. The post holder will have an important role in working directly with our children; working alongside the Play Coordinator and other Play Team members to deliver a programme of activities that is appropriate to the age and needs for the children in his/her care.

4. Supervision and work planning

The Play Team member will not be required to supervise staff within the setting but will need to work with the Play Coordinator on planning activities for the children. It will be incumbent on the Play team to supervise children at all times. Please note: this supervision may be at some distance (methods of supervision will include direct, remote and roving).

5. Problems and decisions

The Play Team member will be required to resolve day to day issues of a practical or routine nature amongst the children but issues of an operational or organisational nature should be referred to the Play Coordinator.

6. Knowledge, experience and training

- Previous experience of play work or working with children highly desirable
- Knowledge and/or understanding of the Playwork Principles desirable
- Previous first aid experience desirable (basic First Aid training will be provided)
- Literacy and numeracy: Ability to follow written guidance and procedures
- Problem solving: Ability to identify and resolve straightforward problems and refer complex problems to an appropriate member of staff
- Verbal and written skills: Play team members will be required to record incidents swiftly and add to appropriate central school records. Ability to give clear verbal instructions to children and team members. Ability to follow good protocol.

7. Skills and personal attributes:

- Enjoy working with young people (all ages in the primary school range 4 – 11 years).
- Positive and supportive attitude towards young people of all ages, abilities and backgrounds.
- Confident in working with and able to influence and negotiate with children from Reception (4 years old) to Year 6 (11 years old).
- Strong teamwork skills; enjoy being part of a team, supportive, flexible and reliable.
- Practical, solutions driven.
- Friendly, approachable and caring manner.
- Dependable, with good time keeping.
- Willingness to try new things and work outside comfort zone.

8. Physical effort and/or strain

Working with children is demanding and requires stamina and resourcefulness. This post will require physical effort, such as initiating active games, demonstrating safe play, walking on uneven surfaces (slopes, sand) and moving 'loose parts' materials, containers and furniture.

9. Working environment

The working environment will be part, or all of the school premises or accommodation selected by the school. Areas of high use are the outdoor play spaces (playgrounds, field, outdoor seating, wooded / scrub areas, 'The Beach', Mud Kitchen) and the dining hall, but not restricted to these.

10. Equipment

- Play materials (e.g. scrap materials, loose parts, sports kit, storage containers, logs) will be in regular use.
- Cleaning equipment (brooms, bags, sprays, cloths etc)
- Putting away tables/chairs
- First aid kit

11. General

This job description only contains the principal accountabilities relating to this post and does not describe in detail all the tasks required to carry them out. Duties may vary from time to time without changing the character of the post or the level of responsibility.

Special notes or conditions

The post holder will be subject to a full police and suitability check to satisfy child protection requirements.

The post-holder has a responsibility to promote and safeguard the safety and welfare of children in accordance with the school's child protection and behaviour management policy.

Whilst the school hours are set, it is inevitable that other duties will be required from time to time.

The post holder should be willing to work flexibly to deal effectively with such eventualities.

How to Apply

Application form and further information is available from: www.galileotrust.co.uk under Careers and Vacancies.

Applicants should complete and return the Trust Application form for all Vacancies and return to info@galileotrust.co.uk

Job Description: This lists the main responsibilities for the post and explains what we are looking for. It informs you about the personal and professional qualities you need for this post. These criteria will be used to make the appointment.

If you require any additional information about this post, please contact Jane Spence on 01642 777963 or via email info@galileotrust.co.uk to arrange a 'phone call.

Thank you for your interest in Galileo Multi Academy Trust. We look forward to receiving your application.

