

Hollinhey Primary & Nursery School, Sutton

JOB TITLE: Out of School Club Deputy Manager Permanent – 16.25 hours per week (M-F 3pm-6.15pm) Term Time Only
Grade 4 - £24,404 pro rata/per annum

Hollinhey Primary School and Nursery are looking to appoint a Deputy Out of School Manager to work in our school from 3pm to 6.15pm Monday to Friday during term time. We are looking for an enthusiastic and committed person to assist the manager in providing a high quality, inclusive play and care centred service that meets the needs of children, young people and their families. The role will include supervision of the children (from 4-11 years old), preparation and provision of creative and appropriate play opportunities for the children, and organisation of the day-to-day operation of the club and staff team in line with club policies and procedures, the National Standards for Out of School Care and statutory guidance for Safeguarding Children. There may also be opportunity to extend hours to include the Before School Club.

We are a member of The Aspire Multi Academy Trust and offer a mutually supportive ethos with excellent opportunities for professional development.

We are proud to be a Disability Confident Committed Employer, we strongly encourage applications from all persons with a known disability. We aim to ensure a fully inclusive and accessible recruitment process.

If you request any support or have any questions, please contact:
Caroline Massey (Acting Headteacher) or Lucy Riley (Out of School Club Manager)
Phone: 01625 704352
Email: head@hollinhey.cheshire.sch.uk / lriley@hollinhey.cheshire.sch.uk

As a Trust we are committed to safeguarding and promoting the welfare of our children. For all shortlisted candidates reference checks and online searches will be completed prior to interview. All successful candidates are subject to satisfactory references, medical checks, right to work in UK and safeguarding checks (including enhanced DBS and a declaration of disqualification (Childcare Disqualification regulations 2009).

If you are committed to helping children thrive and getting the best start in life, then we look forward to hearing from you.

Closing Date: Monday 8th September
Interviews: Thursday 11th September
Start Date: Monday 22nd September

Please return application form via email to: bursar@hollinhey.cheshire.sch.uk

A - Aspiration

We aspire to lead the way and achieve success for all

B - Believe

We have faith and confidence in the Trust, our schools, our colleagues and ourselves

C - Community

We work as a team - getting stuck in getting the Job done!