



Head Teacher. Colin Marks
Trust Executive Deputies. Nick File
Trevor Goakes

Orton Wistow Primary School - Vacancy

Position: Out of School Club Manager
For: May start or as soon as possible.
Hours: Monday to Friday, 7.45am to 8.45am, 3pm to 6pm (20 hours per week)
Week: Term Time plus all Holiday Club (Currently 43 weeks)
Grade: SCP 6 Point 7 to 12*- Actual Salary £12,283.34 - £13,358.77*(dependent upon experience)
Plus overtime may be available if required.

'The school takes pride in being a single community where every individual matters.' Ofsted

We have a vacancy for a Manager at our Out of School Club Provision, Platform One, to manage the club and its staff for our Breakfast, After School and Holiday Club sessions.

The exciting role requires a dynamic, flexible individual to have overall responsibility for the day to day running of the club and work with all staff to ensure that a caring and stimulating environment is provided for the children that takes into account individual needs.

This is a busy and varied role and the successful candidate will need to;

- Have a thorough understanding of good quality childcare
- Show good leadership and work as part of a team showing effective management, initiative, direction and good practice.
- Be flexible, enthusiastic and caring and enjoy delivering fun play based activities
- Work within agreed policies and procedures
- Have strong organisational skills
- Work closely with the school in its visions and values

We would love suitable candidates to apply and we can offer back a school that:

- Grows its staff through professional development and support
- Takes work/life balance seriously
- Will drop something that isn't working so that staff have the time to invest in a new initiative
- Has a stunning building and grounds
- Has happy, friendly staff who say they love working for us.

The successful candidate will be subject to an enhanced DBS check. The OWN Trust and Orton Wistow Primary School are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Please note that CV applications will not be accepted.

Please refer to our website www.owps.org.uk for a copy of the job description and where an application form can be found for this position.

Closing Date: **10am – 10th May 2024**

Interviews: **14th May 2024**

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