

## Co-Curricular Support Worker

**Contract:** Permanent

**Working Hours:** Tuesday, Wednesday and Friday 3:15pm-4:45pm (5.5 hours per week), Term-time only

<b>Job Purpose</b>	Responsible, along with a team of staff, to ensure the safe escort and supervision (including changing) of children between the ages of 4 and 7 for their school swimming lessons
<b>Accountable to</b>	Swimming School Co-ordinator
<b>Duties and responsibilities</b>	<ul style="list-style-type: none"> <li>• Ensuring that pupils consistently demonstrate appropriate behaviour throughout the session, promptly reporting any concerns to the Swimming School Co-ordinator</li> <li>• Supervising children from their classrooms to and from the pool</li> <li>• Assisting children with changing</li> <li>• Dismissing children safely to their parents</li> <li>• Registering children at the start and end of their lessons</li> <li>• Ensuring changing rooms are clear at the end of the lesson</li> <li>• First Aid if necessary, ensuring those children with inhalers/epi-pens etc always bring them onto poolside</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Flexible working approach</li> <li>• Calm and positive approach to young children</li> </ul>

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

*This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. For further information, please see here [Guidance on the Rehabilitation of Offenders Act 1974](#).*

*As a result of the Asylum and Immigration Act 1996, employers now have to verify that new recruits who are not British nationals are eligible to work in this country. Therefore, any applicant who is offered an interview will be asked to provide official documentation to verify their ID, address and right to work in the UK. It is also normal practice for the School to ask for original qualifications and professional membership documents to be presented at interview as detailed on the application form.*

*Crosfields School is committed to safeguarding and promoting the welfare of children and young people and applicants must be willing to undergo child protection screening, including checks with past employers, online checks and the Disclosure and Barring Service. Further information on our recruitment processes can be found on our website: [Crosfields School Recruitment Policy](#).*