

About The Gap Club

The Gap Club, established in 2001, is a high-quality premium out-of-school-hours childcare provider for Nursery and Primary School aged children, working within schools. We are an established and leading wraparound childcare provider in Berkshire and Surrey. We are passionate about creating a safe, nurturing and engaging environment for all children to learn and thrive during out-of-school hours.

Our pedagogy grounded in our PEP framework (Potential through Play, Education through Play, Parenting through Play) nurtures children's holistic development and wellbeing through play, skills and multiple intelligences delivering more than just Play in Childcare.

Our Wraparound Childcare mission is to provide play based, child-centred, playful wellbeing care and learning that bridges the gap between work and play for families, children, and the wider community, allowing us to be more than just a service.

Our team is passionate and friendly, dedicated to working with like-minded practitioners that understand the profound impact that play has on children's lives and uphold the rights of children to experience joyful, secure, and enriching childhoods. We provide comprehensive training, induction, support, and development opportunities to help staff succeed and grow.

The Role

Job Title:	Early Years Lead
Responsible to:	The Duty Line Manager
Salary:	Competitive
Hours:	17.5 hours per week, 3pm to 6:30pm, Monday to Friday, during Term Time. 40 hours per week during school holiday periods.
Contract:	Annualised Hours
Location:	Primarily based at St George's Junior School, with occasional meetings at TGC head office in Old Windsor.

Summary of the role:

This is a unique opportunity to work as a Early Years Practitioner for St George's Weybridge (SGW), alongside being an Early Years Lead for The Gap Club (TGC), delivering both Early Years Education at St George's Junior School during term time, and wraparound care for The Gap Club throughout the year. This opportunity to work in two exceptional settings will give the successful candidate the chance to grow as a practitioner whilst supporting children's development in different contexts.

Please note the successful candidate will be employed separately by both St George's Weybridge and The Gap Club.

Main duties & responsibilities:

- Deliver the PEP framework for Early Years, adapting play pedagogy to meet children's evolving needs in an engaging and developmentally appropriate manner.
- Act as the primary link between TGC and SGW Junior School, ensuring seamless communication and practice across both settings.
- Supervise and safeguard children's welfare and wellbeing, adhering to all safeguarding policies and escalation procedures.
- Support all operations, including planning, evaluation, policies and risk assessments, to ensure safety and wellbeing.
- Work solely with TGC during holiday clubs, supporting both Early Years and primary-aged children.
- Collaborate with staff to ensure effective communication and seamless transitions for children.
- Engage with parents, providing regular updates on children's development and wellbeing.
- Participate in reflective practice and quality assurance initiatives to continuously improve outcomes.

Person Specification

Qualifications, Knowledge and Experience:

Essential Criteria

- Full and Relevant Level 3 (or above) in Early Years Childcare (or equivalent qualification)
- Experience working in Early Years settings, with a focus on play based learning and care
- Paediatric First Aid qualified, or a willingness to undertake training
- A working knowledge of the Microsoft Office suite, and communication tools such as Zoom
- Knowledge of inspection and regulation frameworks (eg. EYFS, birth to 5, or development matters)
- Good standard of Maths and English
- Must be able to comply with all other statutory regulations and setting policy and procedures

Desirable Criteria

- Experience of working with children with additional or behavioural needs
- Familiarity with an online learning journal
- Experience of working within an Independent School setting

Skills and Abilities:

Essential Criteria

- Effective ability to plan engaging, creative, and bespoke activities for children
- Ability to work as part of a team, or work independently through own initiative, with excellent communication skills, both written and verbal, with both adults and children
- Ability to maintain discipline and create an atmosphere that will encourage learning
- Be able to recognise and reward the efforts and achievements of individual children
- Ability to build a rapport with young children
- A track record of positive and effective relationship building and stakeholder management skills to maintain strong customer relations in support of children's progress, wellbeing and needs
- Good time management and problem solving abilities, with the ability to prioritise tasks and deadlines

Personal Qualities:

Essential Criteria

- Calm, positive, and caring approach
- Willingness to contribute to the wider aspects of school life
- An organised, observational, and reflective practitioner
- To always uphold the values and ethos of St George's Junior School, with a willingness to embrace the culture within a Catholic Co-Educational Josephite School.

How to Apply

To find out more about the post, in the first instance please contact Rebecca Harris for a confidential discussion:

Email: rebecca.harris@thegapclub.com

Applications are encouraged as early as possible via the Apply Online button on the Current Vacancies page of the St George's Weybridge website. Applications submitted via SGW will be shared with The Gap Club.

Key dates

Please note that applications will be reviewed upon receipt, therefore early applications are encouraged.