



St Columba C of E Primary School  
Tewkesbury Avenue  
Fareham  
PO15 6LL  
Tel: 01329 843226  
www.stcolumbaprimary.co.uk  
admin@stcolumba.school



## Vacancy – Acorns After School Lead/Play Assistant

### *Join Our Team at St Columba C of E Primary School*

We are seeking a caring and enthusiastic Lead Play Assistant, to join our supportive and dedicated team at St Columba. St Columba C of E Primary School is a thriving and ambitious school with a strong reputation in the local community and growing pupil numbers. We serve a diverse community and are proud of our inclusive, relational culture. Following our recent Good Ofsted judgement, alongside our Inclusion Quality Mark Centre of Excellence status and accreditation as a Voice 21 school, we are entering an exciting and sustained phase of growth.

We are looking for a caring, enthusiastic and reliable person to help manage and run our After School Club. As a Lead After School Club Play Assistant, you will play an important role in creating a nurturing, safe and joyful environment where our children can thrive.

Due to increasing numbers on roll this position is available with an immediate start or ASAP.

**Hours:** 3pm – 5.30pm Monday to Friday, 12 hours per week, term time only 39 weeks plus holiday entitlement.

**Pay:** Grade C, Actual Salary £7006

**Closing Date:** Applications will be considered as we received them. Closing Date 22<sup>nd</sup> April 5pm

The successful candidate will be motivated, able to reflect on own practice, professional and committed to the children of St Columba. Knowledge and experience of working with children is desirable but full training will be given for the right candidate.

In this role, you will:

Care for children in our Wraparound School Club, ensuring they are safe, happy, and well looked after in line with our values and Safeguarding Policies.

Provide engaging play and learning opportunities that support early development.

Maintain risk assessments and policies in line with school requirements.

Provide first aid support as required (training will be provided).

Act as the first point of contact for parents. Build warm and positive relationships with children, families and colleagues.

Work as part of a team to create a welcoming, inclusive environment for all.

Manage and report on any safeguarding concerns in line with school policies and procedures.

We are seeking someone who:

Enjoys working with children and understands their needs.





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Is relational, patient, and approachable, with a positive attitude.  
Can work flexibly and collaboratively as part of a team.  
Is committed to supporting our vision of helping every child grow and flourish.  
(Desirable but not essential) Has relevant experience or qualifications in childcare.  
Preparing snacks and food in line with Food Hygiene Training.  
Is happy to lock up the school building at the end of the day.

### Visiting the School

We very much welcome visits to the school. Please call or email St Columba C of E Primary School to arrange. Tel: 01329 843226, Email: [admin@stcolumba.school](mailto:admin@stcolumba.school)

### Application Form Completion

Candidates should complete the application form and return it so that it is received no later than: 22<sup>nd</sup> April 2026 we encourage early application as we may recruit prior to the closing date. Send completed form to Michelle Perry, School Business Manager, St Columba C of E Primary School – Email: [mperry@stcolumba.school](mailto:mperry@stcolumba.school)

### Safer Recruitment

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

