# After school Club Supervisor

# Harefield Primary School

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| **Location:** | Harefield Primary School |
| **Contract:** | 15 Hours per week / 39 weeks per year |
| **Salary:** | Grade 5<br>(Between £27,273 - £ 29,138 full time equivalent)<br>(Between £9,504 - £10,154 Actual) |
| **Application deadline:** | 20th October 2026 |
| **Interview date:** | 22nd October 2026 |
| **Start Date:** | 2nd November 2026 (or as soon as possible) |

Harefield Primary School is a nurturing and vibrant school, serving Harefield and Bitterne, on the east side of Southampton, where the children are at the heart of all that we do.

Our values of the school – Be Aspirational, Be Safe, Be Kind - are woven through the curriculum and the wider school day, ensuring that all children are motivated, happy and secure, achieving well academically and socially.

To work at Harefield means being a crucial member of a hard-working and supportive team. We are all striving together to secure the best outcomes for all our children and to support their families throughout their primary school journey. We are working towards becoming a trauma informed school.

We are proud of our open, approachable leadership team who prioritise staff wellbeing and professional development. We understand the importance of work-life balance and strive to create a working environment that is both purposeful and positive. We invest in our team, offering opportunities for training, mentoring, and career progression.

Harefield Primary is in the Edwin Jones Partnership of Hamwic Education Trust (HET); a large, fast-paced multi-academy trust with currently 37 schools across the South Coast: Portsmouth, Southampton, Poole and Dorset.

## Role Summary:

We are looking for a caring, enthusiastic and reliable **Afterschool Club Supervisor** to join our team and provide a safe, welcoming and engaging environment for children at the end of the school day.

The successful candidate will be responsible for supervising children, supporting their wellbeing and ensuring they have a positive and enjoyable experience at our afterschool club. You will organise and lead a range of age-appropriate activities, including arts and crafts, games, construction, reading, imaginative play and outdoor activities, while encouraging children to develop their independence and social skills.

The role will involve preparing and serving snacks, maintaining a clean and safe environment, following school safeguarding procedures and communicating effectively with parents/carers and school staff.

We are looking for someone who is **kind, patient, proactive and approachable**, with a genuine commitment to providing high-quality care for children. Previous experience working with children in a school, childcare or similar setting would be desirable.

The successful candidate will be expected to promote the school's values, uphold high standards of safeguarding and contribute to creating an inclusive environment where every child feels safe, valued and supported.

## We are seeking a professional individual who:

- Is caring, enthusiastic and approachable, with a genuine passion for working with children.
- Can create a safe, happy and welcoming environment where children feel valued and supported.
- Has experience of working with children in a school, childcare or similar setting.
- Is able to plan and lead fun, engaging and age-appropriate activities.
- Has excellent communication and interpersonal skills, and can build positive relationships with children, parents/carers and colleagues.
- Is patient, calm and consistent, particularly when managing different needs and behaviours.
- Understands the importance of safeguarding and child protection and is committed to following school policies and procedures.
- Can work effectively as part of a team, while also showing initiative and working independently when required.
- Is organised, reliable and responsible, with a proactive approach to their work.
- Is committed to promoting inclusion, equality and positive behaviour.
- Can respond appropriately to children's individual needs and wellbeing.
- Is willing to contribute to the wider life and values of the school.
- Is committed to maintaining a clean, safe and stimulating environment for children.
- Has a positive attitude and is willing to get involved, have fun and make a difference to children's experiences.

## What we offer you:

- An opportunity to be part of a collaborative team with a shared vision of excellence
- A real career path in a thriving and respected organisation
- Excellent training and development programmes and opportunities
- Eligibility to join the Local Government Pension Scheme
- Generous holiday entitlement, increasing with length of service
- Access to our benefits portal offering a full range of discounts available through Lifestyle Savings
- Access to wellbeing support through our Employee Assistance Programme, this includes free confidential telephone and face to face counselling for employees and family members
- Access to financial wellbeing support through a company that provides comprehensive guidance on all things mortgage related
- Eligible for a Blue Light card

## About Hamwic Education Trust:

HET is fully committed to developing an outstanding workforce. We are a friendly and supportive community of professionals working hard to ensure that our schools are enabling children to grow and develop for the future.

We have talented staff working in leadership, teaching and support roles throughout our schools and committed professionals working in the Managed Services team covering education, safeguarding, HR, IT, finance and estates. This experienced team supports our schools and is responsible for the successful delivery of our multi-academy trust.

As an employer, we support our staff to grow through continuing professional development and there is a range of apprenticeships and other opportunities available throughout the Trust to extend your knowledge, skills and career prospects.

HET celebrates the uniqueness of our pupils, our staff and our schools and we aim for everyone to achieve their full potential through the pathways of opportunities available.

HET recognises that by valuing and promoting equal opportunities in employment for all employees and job applicants and avoiding unlawful discrimination in employment and delivery of services, we will be able to deliver first class education and value the differences our workforce brings to HET.

## Application Procedure:

If you would like to discuss the role further, please contact Paula Burgess, School Operations Manager by emailing recruitment@hpslive.net to arrange an informal chat or have a tour of the school. Potential candidates will be asked to bring their current school ID and/or photographic ID as proof when they visit the school for a tour.

If you wish to apply for this position, please complete an application form which can be found at **Job vacancies | Careers | Hamwic Education Trust | Multi-academy Trust** and return to recruitment@hpslive.net

**CV's will only be accepted along with a completed application form.**

**Please note, we may close the advert prior to the advertised closing date should we have sufficient applications. We strongly encourage prospective applicants to apply as soon as possible.**

Hamwic Education Trust (HET) are committed to safeguarding and protecting the welfare of our pupils and we expect all staff and volunteers to share this commitment.

All posts are subject to a safer recruitment process which includes enhanced criminal record and barring checks, scrutiny of work and training history, robust referencing, and other vetting checks. Successful candidates will also be subject to online searches.

Our safeguarding system is underpinned by a range of policies and procedures which encourage and promote safe working practice across HET.

All HET employees are required to undergo continuous professional development to maintain safe working practices and to safeguard our pupils.