



The Kingfisher Club Office
Orbit House
22/2b Mill Road Industrial Estate
Linlithgow Bridge
EH49 7SF
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Position: Play Worker:

Key Responsibilities:

To operate in your work practices within the guidelines laid out in the National Care Standards for early education and childcare up to the age of 16.

Understand the duties and obligations expected of this post under the Social Care & Social Work Improvement Scotland (SCSWIS) and Scottish Social Services Council (SSSC) Guidelines & Codes of Practice.

Main Duties:

- To operate within the Code of Good Practice issued by the Kingfisher Club.
- To provide a high standard of childcare to all children attending the Kingfisher Club.
- Follow all agreed Policies.
- Preparation of snacks and refreshments, ensuring the required standards of hygiene, health & safety are met at all times.
- To assist in the organisation and implementation of a varied and flexible programme of play which includes the children's opinions/ideas.
- To help plan, prepare appropriate opportunities of play and play themes in a safe and caring environment.
- Administer first aid when necessary.
- To operate as part of a team and in line with Kingfisher's Equal Opportunities Policy.
(Policy No: 6)
- To ensure activities are safe, creative and age appropriate.
- Welcome and communicate with all children and their parents/carers.
- Cleaning, tidying up, and clearing away after each session to a high standard.
- **Keep records as required by the Co-ordinator and maintain confidentiality of same records and all information acquired during working for the Kingfisher Club.**
- Keep abreast of relevant legislation relating to standards of childcare for children.
- Attend meetings and training events as deemed appropriate by the Club Co-ordinator.
- Carry out any other reasonable duties as deemed appropriate by the Club Co-ordinator.
- Involve yourself fully in staff appraisal procedures to ensure they benefit your progress within the childcare sector.
- Wear Kingfisher Club Uniform once provided.