



St Joachim's Catholic Primary School
Part of
Our Lady of Grace Catholic Academy Trust



Headteacher: Mr. J. Allen

Shipman Road
Custom House
London
E16 3DT

Tel: 0207 476 1658

Job Types: Part-time, Fixed term contract

Contract length: 2 terms to start

Pay: From Scale 2 scp. 4 (Currently £28,125 - pro rata)

Expected hours: Monday - Friday 3.30 – 6.00 (12.5 hours a week) or Monday - Friday 3.30 – 6.15 (13.75 hours a week)

We are seeking a dedicated, experience, energetic and nurturing candidate to join our new After School Club at St Joachim's Catholic Primary School.

Working Hours – Term time only - **Monday - Friday 3.30 – 6.00 (12.5 hours a week) or**

Monday - Friday 3.30 – 6.15 (13.75 hours a week)

It is desirable that you have a minimum two years full time relevant childcare experience with 3-11 year olds in a school or childcare setting.

You MUST be available to work 5 days regularly per week fixed hours and be able to commit till July 2026.

Essential Requirements:

- At least one year's full time experience (or equivalent over more years) working with children in an educational, childcare or leisure setting
- Strong communication skills in English, both verbal and written
- Ability to adapt methods to suit different play styles, emotional, behavioural needs and special educational needs
- Passion for creating fun environments and empowering children to reach their full potential
- Ability to work as part of a team and use initiative to contribute ideas
- Excellent knowledge of the safeguarding framework, positive behaviour management techniques, special educational needs
- Able to confidently manage a group of up to 15 children on your own
- Current DBS check
- Must have two referees including current employer that demonstrate work with children in a creative, educational or leisure/sporting capacity

Application deadline: 15/07/2025 by 5pm

Start date: 03 September 2025

Applications can be returned to the school by email: jobs@st-joachims.newham.sch.uk referencing in the title **After School Club Assistant**. Applications by post or hand are also welcome.

We invite passionate individuals who meet the criteria to apply for the position of After School Club Assistant, where you can make a meaningful impact on the lives of children every day.