

Oak Learning Trust  
c/o George Washington Primary School  
Well Bank Road  
Washington  
NE37 1NL  
Tel: 0191 490 6453



**Out of Hours Club Assistant (Breakfast and After School Clubs)**

**Start Date: As soon as possible**

**Hours/week: 20 hours (term time only – 39 weeks) – 7:30am-9:00am and 3:00pm-5:30pm**

**Salary: Grade 1 (scale point 3 - 4) pro rata.**

The Head of School and Trust Board of Oak Learning Trust seek to recruit an Out of Hours Club Assistant to work as part of a team to run the breakfast and after-school club at George Washington Primary School. This is an excellent opportunity for the right candidate to play a significant part in developing the school and the wider trust.

You will be:

- Able to assist in the planning and preparation of breakfast and after school club activities for the children to participate and engage in.
- Friendly, flexible, outgoing, and a good team player.
- Able to assist in creating a stimulating environment where children can learn and play.
- Creative, energetic, enthusiastic and able to reflect effectively on your own practice.
- An excellent communicator able to work successfully with a wide range of stakeholders and partners.
- Able to manage children's behaviour effectively to ensure a safe and enjoyable environment.

We are looking for someone who:

- Has high expectations of themselves and the children.
- Is able to assist in the planning and delivery of engaging, age-appropriate activities for children.
- Has positive approaches to behaviour management creating a positive environment.
- Is able to contribute to wider school life.

We can offer you:

- Great children who are keen to learn and develop their school.
- Friendly, supportive colleagues who work well together and are motivated to develop their school and the Trust.
- An excellent CPD programme linked to your needs.
- Supportive governors and trustees who are keen to further improve our schools.
- A unique opportunity to develop your career in a forward-looking Trust.

**Closing date and shortlisting:** 15<sup>th</sup> May 2025, noon.

**Interviews:** 20<sup>th</sup> May 2025.

Job description, person specification and application form are available online at [www.gwps.org.uk](http://www.gwps.org.uk) or by calling into the school office where you can pick up a pack.

Completed application forms should be returned to Miss Fitzpatrick, Executive Office Manager: [claire.fitzpatrick@olt.org.uk](mailto:claire.fitzpatrick@olt.org.uk)

**This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore will be subject to a full DBS check from the Disclosure and Barring Service.**

**Oak Learning Trust safeguards and protects its students and staff by being committed to respond in accordance with Sunderland Safeguarding Children Partnership procedures.**