



A M E S B U R Y





A M E S B U R Y

ABOUT AMESBURY

Amesbury is an independent co-educational day preparatory school catering for pupils between the ages of 9 months and 13 years.

The main catchment areas for the school include Godalming, Haslemere, Midhurst, Petersfield and Farnham. The area is marked with outstanding nursery and school provision. Despite intense competition Amesbury has continued to be one of the strongest preparatory schools in the area and features in the Good Schools Guide. The School was last fully inspected by ISI in September 2017 and compliance inspected in July 2022. It was judged to be excellent in all categories and subcategories and fully compliant.

Children left the school in July 2023 for over 21 different senior schools reflecting Amesbury's independence, and there have been over 50 scholarships awarded to Amesbury pupils in the last three years. Since 2017 the school has invested over £3m in capital expenditure projects.

Amesbury is a day school, Monday to Friday. Registration is at 8.15am and school closes at 6pm.

The school has a special energy and the people who work here are completely committed to both Amesbury as a school and as a place.



A M E S B U R Y

After School Club Assistant

Job Description

Vacancy Overview

After School Club Assistant 3 to 5 days per week 3.30pm-6.00pm

Start Date: January 2025

Salary up to £12 per hour

School Aims

Our primary aim at Amesbury Prep School is to ensure that every child enjoys a fulfilling and enriching educational journey. We strive to create an environment where each student feels valued, supported, and empowered to reach their full potential. Specifically, our goals include:

- Equipping every child with the skills, aptitudes, and resilience necessary for success in senior school and beyond.
- Cultivating a caring community that promotes commitment, courtesy, cooperation, tolerance, and compassion.
- Fostering strong partnerships between home and school to enhance the educational experience.
- Setting a high standard of achievement and innovation, while nurturing personal development among staff.
- Fulfilling our social and environmental responsibilities to society.

Personal Specification

You will ideally have experience of working with children, although this is not essential. Ideally you will:

- Have the self-confidence, style and communication skills to represent the school effectively to both parents and staff.
- Be able to maintain personal drive and energy, and to see things through to the end.
- Be the absolute opposite of a clock watcher, wanting to go the extra mile and be able to convince others to do the same.
- It is the job holder's responsibility for promoting and safeguarding the welfare of children for who s/he is responsible, or with whom s/he comes into contact, to adhere to and ensure compliance with the School's Child Protection and Safeguarding Policy Statement at all times. If in the course of carrying out the duties of the role, the job holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Child Protection Officer or the Head.



A M E S B U R Y

Responsibilities and Reporting

This role reports to Head of After School Club and includes the following responsibilities:

- Prepare the table for tea service.
- Collect children from their classrooms.
- Supervise outdoor or indoor play activities.
- Take attendance before tea.
- Oversee the serving of tea.
- Ensure the attendance register is accurately completed with correct pickup times.
- Escort children to and from any additional clubs.

Child Protection/Safeguarding

Amesbury is dedicated to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment and undergo enhanced DBS checks.

If you require any further information or wish to discuss the role in more detail, please do not hesitate to contact me. We look forward to welcoming a dynamic and passionate individual to our team.

An application form can be found at [Careers - Amesbury School](#)

Warm regards,

Sarah Jones
Bursar