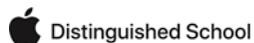


Application Pack—After School Support Assistant



Layton Primary School

“Growing Great Minds Together”



Welcome!

Layton Primary School is a mixed non-denominational Primary School catering for children within the age range 4 years to 11 years. There are three classes in each year group in school. We aim for a maximum class size of 30.

The Aims of the School

- To provide a safe, secure yet stimulating environment for the purpose of promoting all children's learning.
- To provide an atmosphere in which every child will experience mutual respect, consideration and care (See Standards of Work and Behaviour).
- To provide a wide range of experiences for children through which they will acquire knowledge and develop skills which can be applied both now and in later life; to foster positive attitudes towards work and leisure.
- To provide an education (academic, social, physical and spiritual) suited to the needs of each individual child, in the context of his/her ethnic and linguistic background.

Layton Primary School follows the 5R's

Relationships

Resilience

Risk taking

Reflective

Resourcefulness

- ◇ To encourage and praise positive relationships with peers. Self-respect and mutual respect for others: own and others beliefs, premises, contents and our environment.
- ◇ To develop every child's self-discipline, full potential and independent learning through promoting resilience and an 'I can do' attitude.
- ◇ To provide all stakeholders the opportunities to become risk-takers, aiming to build a whole school belief system where all can 'have a go' and mistakes are seen as a learning resource.
- ◇ To build reflective learners; pupils and adults that are able to revise and review their behaviour and work. To develop politeness and good manners and promote kindness and helpful behaviours.
- ◇ To develop resourcefulness in all our children. Develop the ability for children to cope in any situation they are faced with in school and in the wider community.

Yours faithfully,



Jonathan Clucas,



#TeamLayton

There are many reason I love Layton Primary School. One of the reasons is the way the 5Rs help my learning. They make me more resilient, want to take risks, have good relationships with my friends, help me reflect on my work and have taught me how to be resourceful.

We have lots of opportunities to go on exciting trips, my favourite was when we visited Jodrell Bank. I really love my literacy and history lessons.

Sometimes I struggle with maths and science but I use my 5Rs to help me. We are really lucky to be an Apple Distinguished School because this means we have access to technology to enhance our learning. I really enjoy working with wider community, for example in Year 5 we are working with Blackpool Zoo and the Silent Forest Campaign to spread the news about beautiful songbird becoming extinct.

Layton is a place where I feel safe because I know all the grown ups care about me and listen to me. Layton is the best school in the neighbourhood and I would never want to go anywhere else.

Holly—Year 5 pupil



I love being at Layton Primary school! Maths and literacy are my favourite lessons because they are challenging and make me think. We use the 5Rs in everything that we do. They help me to be more independent and challenge my own learning. We all have an iPad which helps us to work at a speed that suits us. I enjoy using my iPad because it's fun and I can be creative on it.

We've made animations, books, videos and observations of science experiments. I like working in groups to solve problems, especially using Lego WeDo, where we build lego and then code it.

I like the playground because it's fun and I have good friends to play with. I like being on packed lunches because on sunny days, I can eat outside in the sun with my friends.

The teachers are lovely. I know I can talk to them if I have any worries so I feel safe in school.

Vinnie—Year 3 pupil



About the post: After School Support Assistant

Contract/Salary: Grade B. The weekly working hours are 13.30 hrs, 3pm till 5.40pm, Monday to Friday. Term Time Only.

There may also be an opportunity to work more hours on an adhoc basis in our breakfast club.

Responsible to: School Business Manager, Extended Schools Supervisor

Key links: Business Support Team, Extended schools support, Class Teachers/LSA's



Job Purpose

To assist with the delivery of out of school activities to pupils (after school), ensuring the security and safety, welfare and good conduct of pupils during these times.

Key duties:

- ◇ Assist with the delivery of activities to meet the educational and recreational needs of the pupils
- ◇ Set up and ensure that all equipment used is clean and safe
- ◇ Supervise pupils at all times, including physical activities (in the playground or fields), such that they are safe and well under direct instruction of senior staff
- ◇ Ensure pupils get to class on time
- ◇ Liaise with parents / carers to ensure the pupils' individual needs are met
- ◇ Report any incidents to senior staff.
- ◇ Communicate with pupils to encourage participation in activities, support learning, development and healthy eating;
- ◇ Works to set procedures, responding to individual pupil questions or needs on a day-by-day basis
- ◇ Maintain confidentiality and adhere to safeguarding procedures

About the post: After School Support Assistant

Individuals in this role may also:

- ◇ Maintain accurate records
- ◇ Assist in the preparation and serving of healthy food / snacks.
- ◇ Demonstrate own duties to new or less experienced staff

Indicative knowledge, skills and experience

- ◇ Knowledge, skills and/or qualifications in play work/childcare provision according to national requirements by the type of setting.
- ◇ Knowledge of procedures for delivering before and after school activities for pupils
- ◇ Experience of delivering physical activities inside and outside the classroom.



How to Apply

Do you feel you could be the next member of our Outstanding team? If you have the required competence, commitment and passion to make a difference to the children at Layton Primary School, please download an application form from:-

- ◇ <https://www.greater.jobs/>
- ◇ <https://layton.blackpool.sch.uk/current-vacancies/>

Your application should address all the essential criteria specified in the Person Specification. Previous unsuccessful applicants are asked not to apply.

Closing date for applications to be received by school is **12.00 noon on Monday 13th April 2026**. Candidates should submit their application form to **recruitment@layton.blackpool.sch.uk**. You should expect a return email confirmation once the application has been received, please resend if you haven't received an acknowledgment within 48 hours. Shortlisting will take place **following the closing date** and successful candidates will be contacted by email to invite those shortlisted to interview.

Please note that the post is permanent. The post will commence as soon as possible, or at a mutually agreed date with the successful candidate, dependent on receiving DBS checks.

Layton Primary School is committed to safeguarding and promoting the welfare of children/vulnerable adults. This post is subject to satisfactory two year reference history, Disclosure & Barring Service (DBS) check (previously CRB check), medical clearance, evidence of any essential qualifications and proof of legal working in accordance with the Asylum and Immigration Act 1996. The Governing Board is committed to ensuring consistency of treatment and fairness and will abide by all relevant equality legislation. In line with KCSIE 2022, online searches (e.g., social media) will be completed for shortlisted candidates.

Please be advised that Layton Primary School does not inform candidates when they have not been shortlisted. Therefore, if you have not been contacted within five days of the closing date, you should assume that you have not been successful on this occasion.

Good luck with your application; we look forward to reading it and potentially welcoming you to the team one day!

