RECRUITMENT DOCUMENT

The Recharge Club™

Job Description & Person Specification

SEND Play Worker (Weekend)

Part of the Recruitment Starter Pack

Company Name:	NutriDive Ltd
Company Number:	16659858
Trading Name:	The Recharge Club™
Job Title:	SEND Play Worker (Weekend)
Applies To:	Employed, bank, volunteer and student placement roles
Version:	1st July 2026
Review Frequency:	Annually, and following any change in statutory guidance

The Recharge Club™ is committed to safeguarding and promoting the welfare of children and young people, and expects everyone who works or volunteers with us to share this commitment. This post is subject to an enhanced check with the Disclosure and Barring Service, including the children's barred list.

1. Purpose of the Role

The SEND Play Worker is the heart of every session at The Recharge Club™. The purpose of the role is to give each child and young person a warm, safe and genuinely enjoyable day, following a play-based, child-led approach, so that their parents and carers can rely on a full day of high-quality specialist respite.

We deliberately use the title Play Worker rather than Support Worker. Following the Playwork Principles, play is offered and invited, never forced, and the role is to support and enrich each young person's play rather than to direct or control it. We support children and young people aged 8 to 15 with a wide range of special educational needs and disabilities, not autism alone.

2. Reporting and Working Relationships

Job Title:	SEND Play Worker (Weekend)
Responsible To:	The Director / Designated Safeguarding Lead, and the Deputy Director in her absence
Working With:	The staff team, bank staff, volunteers, students on placement, and the therapy dog handler
Location:	The Recharge Club™ premises, Preston / Chorley, Lancashire
Days:	Saturdays and/or Sundays, by agreement
Hours:	On shift from 9:30 am; children attend 10:00 am to 10:00 pm
Contract Types:	Employed (regular), bank/relief, volunteer, or student placement

3. Main Duties and Responsibilities

Play, engagement and the daily programme

- Arrive on shift for 9:30 am, ahead of the 10:00 am opening, for the team briefing and to review each young person's details and Individual Support Plan before they arrive.
- Welcome each child warmly, follow the settling routine, and help every young person feel safe, valued and at ease.
- Offer and facilitate play and activities — cooking, creative arts, music, games, movement, outdoor time and life skills — pitched so that children across the 8 to 15 age range can take part meaningfully, each at their own level.
- Follow each young person's Individual Support Plan, adapting your approach to their interests, communication style, sensory profile and support needs.

Individual support and personal care

- Support communication in whatever form a young person uses, whether spoken, written, or through Makaton, PECS or a communication aid.
- Provide personal care and support at mealtimes sensitively, respectfully and in an age-appropriate way, following the young person's plan.
- Use a Positive Behaviour Support approach: anticipate, stay calm, read the signs, and help young people to regulate rather than reacting to behaviour.

Safeguarding, health and safety

- Place the safety and welfare of children and young people first at all times, following the Safeguarding and Child Protection Policy.
- Report any safeguarding concern immediately to the Designated Safeguarding Lead, and record it as required.
- Follow all health and safety, food safety, medication and hygiene procedures, and help keep the environment clean, safe and welcoming.
- Follow supervision and access-control procedures so that every child is supervised at all times.

Teamwork and professional conduct

- Work as part of a close team, sharing information appropriately and supporting colleagues, bank staff, volunteers and students.
- Contribute to daily handovers and written daily summaries for families.
- Uphold the club's values, the Staff Code of Conduct and confidentiality at all times, and act as a positive role model.
- Take part in induction, training, supervision and team meetings, and work towards relevant qualifications where required.

4. Scope of the Role

This job description sets out the main duties of the role but is not exhaustive. The postholder may be asked to carry out other reasonable duties appropriate to the role and to the safe running of The Recharge Club™.

The job description will be reviewed periodically and may be amended in consultation with the postholder as the service develops.

5. Person Specification

The criteria below are assessed at one or more stages, shown in the final column: A — application form; I — interview; R — references; D — document or certificate check; DBS — Disclosure and Barring Service check. You do not need to hold every qualification to apply; we welcome applicants who are working towards, or willing to work towards, the relevant training.

Criteria	Requirement	Assessed by
Qualifications and training		
A Level 2 qualification in a relevant area, or a genuine willingness to work towards a Level 3 in Playwork, Childcare or an equivalent discipline	**Essential**	A, I, D
Paediatric first aid, safeguarding and food hygiene training, or a willingness to complete these before working unsupervised	**Essential**	A, D
Level 3 in Playwork, Childcare, Health and Social Care or equivalent	*Desirable*	A, D
Positive Behaviour Support, Team Teach, Makaton or PECS training	*Desirable*	A, D
Experience		
Experience of working or spending time with children or young people, whether paid, voluntary, on placement, or as a parent or carer	**Essential**	A, I, R

Criteria	Requirement	Assessed by
Experience of supporting children or young people with special educational needs and disabilities	*Desirable*	A, I, R
Experience in a play, care, education, youth or similar setting	*Desirable*	A, I, R
Knowledge and understanding		
Understanding of the importance of safeguarding and promoting the welfare of children	**Essential**	A, I
A genuine commitment to inclusion and to child-led play	**Essential**	I
Awareness of the Playwork Principles, Positive Behaviour Support, and a range of SEND including autism	*Desirable*	A, I
Skills and personal qualities		
Warm, patient and calm, with genuine warmth towards children and young people with SEND	**Essential**	I, R
Good communication skills and the ability to adapt fluidly across the 8 to 15 age range	**Essential**	I
Reliable and punctual, and able to be on shift for 9:30 am on the days worked	**Essential**	I, R
A good team member who is non-judgemental and committed to equality	**Essential**	I, R
Creative or activity skills such as arts, music, cooking or sport	*Desirable*	A, I
Other requirements		
An enhanced DBS check including the children's barred list, and clearance to work with children	**Essential**	DBS
The right to work or undertake a placement in the United Kingdom	**Essential**	D
Availability on Saturdays and/or Sundays	**Essential**	A, I
A full driving licence and access to a vehicle	*Desirable*	A