



AFTER SCHOOL CARE MANAGER

Part Time, 30 hours per week

Term Time only

Required from January 2026

Full Time Equivalent Salary: £29,100 - £33,000 per annum depending on qualifications and experience
Actual salary: £19,229 - £22,004 per annum for working 30 hours per week for 35 weeks per year

This is an exciting opportunity for a passionate and dedicated After School Care Manager to join our Pre-Prep School.

The post holder will be responsible for the welfare, care and safety of the pupils in After-School Care (3pm – 6pm) and to manage the preparation, organisation and supervision of a range of interesting, stimulating and age-appropriate activities including sports, art and craft, and games for children aged 4-7 years. They will also support the wider teaching staff between midday and 3pm.

The ideal candidate will enjoy working with children, will have previous experience of working with young children and will hold a minimum of a Level 3 qualification in Early Years/Childcare.

We offer:

- The opportunity to join our outstanding school where public examination results consistently place JAGS amongst the leading schools in the UK
- A community of considerate, creative and compassionate students and staff
- A highly diverse and inclusive school community, committed to our bursary provision
- An inspiring and enthusiastic team of colleagues across the teaching and support staff
- Excellent facilities, including the latest resources to support learning
- A diverse benefits package including:
 - Competitive salary
 - Pension scheme with 10% employer contributions
 - Enhanced sickness, maternity and paternity pay
 - Free onsite parking
 - Free gym membership with discounted family rates
 - Employee Assistance Programme
 - Free lunches, teas and coffee all year round
 - Free access to the Dulwich Picture Gallery
 - School fee discount
 - Cycle to work scheme
 - Interest-free computer loans
 - Interest-free transport season ticket loans

With its distinctive heritage as the oldest independent girls' school in London, James Allen's Girls' School provides a forward-thinking and contemporary education for over 1100 girls aged 4 to 18. Located in the London borough of Southwark, JAGS has a diverse school community and is committed to inclusion in the workplace.



Our school aims, both in and out of the classroom, are clear:

- To **celebrate** our diverse and inclusive community
- To **champion** social awareness and sustainability
- To **empower** courage, creativity and compassion in each student
- To **inspire** aspirational and authentic lifelong learners and leaders
- To **nurture** respectful, resilient and kind individuals

If this matches your vision, then this is the perfect opportunity for you.

How to apply:

We recognise that celebrating the full diversity of staff and students has a positive impact on all and invite applications from candidates from a broad range of backgrounds. To enable us to make any reasonable adjustments, please let us know when you submit your application whether you have any special requirements.

Please visit our website www.jags.org.uk/day-to-day/vacancies to download an application form. Please note that CVs and letters sent without a completed application form will not be accepted.

For further information please contact recruitment@jags.org.uk or telephone the Recruitment team on 020 8693 1181.

Closing Date: Midday on Friday 14 November 2025

Interview Date: Week commencing Monday 24 November 2025

Interviews may be held at any stage after applications are received. Interested candidates are advised to apply as soon as possible. We reserve the right to close this vacancy earlier than the specified deadline, if a suitable candidate is found.

JAGS is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers, the Disclosure and Barring Service, and overseas police and regulatory authorities where relevant.