

Kibblewhite Crescent, Twyford, Berkshire RG10 9AX

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Web: www.polehampton.org.uk

Executive Headteacher: Miss Helen Ball BA (Hons) PGCE NPQH

Head of Juniors: Liz Castell BA (Hons), PGCert SENCO/ Helen Medcalf BA (Hons), PGCE

Temporary Full-time Teaching Assistant & Lunchtime Controller

Required as soon as possible until the end of the summer term

Grade 3 Spine Point 5 to 6. Salary Range £19,312- £19,698 pro rata

Hours:-8.45-3.30pm, (31.25hrs), 5 days a week

Term time only

We are looking for an enthusiastic, motivated teaching assistant and lunchtime controller to join our friendly, supportive staff.

- The post will involve supporting the class teacher, working with individuals and small groups of children and undertaking a range of administrative tasks. At lunchtime, you will be required to work with other staff to supervise large groups of children as they eat and play during lunchtime.

To be considered for this position you will need to:

- Have a good standard of literacy, numeracy and IT skills
- Be adaptable and willing to be involved in all aspects of school life
- Be fully committed to being part of a high functioning team
- Be a hard-working individual, prepared to support children in being the best they can be every day

It would be an advantage if you

- Have had experience in the same or similar role
- Have a first aid qualification

Please visit our website (vacancy section) for more information and an application form. www.polehampton.org.uk

Virtual visits are warmly welcomed and encouraged. Please contact the school office to make an appointment.

Closing date: Wednesday 24th March 2021 at 9.00am

Interviews: week beginning 29th March 2021

This school is committed to safeguarding and promoting the welfare of children.

We expect all staff and volunteers to share this commitment.

All applicants will need to provide references and have a full DBS check and references before they start work.