



# Charlton Primary School

## ----- Teaching Assistant Vacancy -----

### *Are you looking to make a difference?*

**Charlton Primary School are looking to recruit a Teaching Assistant/Key Worker.**

**The successful candidate will work with children from across the school, falling under the line management of the Assistant Head/SENCo. Those undertaking the role will certainly need to be flexible and resilient. Duties and responsibilities to range from supporting children on a 1:1 basis in a key worker role, delivering targeted interventions and supporting teaching & learning in classrooms. This post also includes a daily 30-minute lunch duty.**

*We are looking for someone who*

- ✓ enjoys working with a broad range of children;
- ✓ is proactive and shows initiative;
- ✓ will be committed to enabling children to feel good about their learning and make good progress;
- ✓ is positive, calm and reflective;
- ✓ is resilient;
- ✓ is able to reflect our values and be a role model for children;
- ✓ has a professional approach
- ✓ has excellent/ good? literacy and numeracy skills (*with GCSE at grade C or above in both subjects*);
- ✓ Is sensitive to children's varying needs and able to work under the guidance of the SENCo and our team of teachers;
- ✓ is a team player and can collaborate with a range of people from across all phases in order to support the day to day running of the school;
- ✓ Is willing to learn and at times undertake further training (provided by the school) to further enhance delivery;

*Previous experience in the following areas would be advantageous:*

- supporting children in a primary school setting, across Key Stage 1 & 2.
- has experience of working with pupils to support English and Mathematics on an individual basis and/or in a group.
- has experience of working with a range of SEND needs.
- has experience/training in specific intervention or support programmes.

We can offer you:

- A nurturing learning environment where all are respected and valued
- Caring, well behaved and respectful children with typically positive attitudes to learning
- An opportunity to work as part of an effective and supportive team
- A commitment to staff training and development
- An attractive and well-resourced school

**Contract/Hours:** Initially this post will be temporary for one year (with potential to becoming permanent) - up to 30 hours per week (negotiable – part-time considered).

**Salary Type:** Grade 4 Full Time Equivalent £23,114 – Actual salary based on 30 hours per week - £15,714

**Closing date for applications: Open**

***(we reserve the right to appoint on finding the right candidate)***

### **Application Procedure**

Please email [officech@charlton.vale-academy.org](mailto:officech@charlton.vale-academy.org) for an application form. All completed applications must be accompanied by a separate short covering letter stating why you think you would be suitable for this role and what qualities you would bring to Charlton Primary School.

### **Safeguarding and promoting the welfare of children**

*“Charlton Primary School and The Vale Academy Trust are committed to safeguarding and promoting the welfare of all children and preventing extremism. We expect all staff and volunteers to share in this commitment. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory “Disclosure and Barring Service (DBS) Enhanced Check. Shortlisted candidates will be subject to online searches for publicly available information.”*

*The Vale Academy Trust is an equal opportunities employer and we welcome applications from a range of backgrounds to represent diversity in line with our schools' community.”*

### **Equality and diversity employment statement**

The Vale Academy Trust is committed to promoting equality, valuing diversity and working inclusively, we uphold these principles in our behaviour and working practices. We recognise the value of a workforce which is diverse and inclusive.

No job applicant, temporary worker or employee will receive less favourable treatment.