



Headteacher - Miss Amanda Yates

East Harling Primary School & Nursery  
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December 2017

Dear Applicant

Thank you for expressing an interest in our Teaching Assistant post.

The successful candidate will join a friendly and supportive staff team that enjoys working together to provide the best possible education for the children in our care. East Harling Primary School and Nursery is a thriving school community; anyone who visits our school always comments upon the children's outstanding behaviour and enthusiasm for learning. We have a strong staff team; the majority of whom have been here for a significant number of years. As a team we are committed to providing an exciting and challenging curriculum for all and ensuring that every child achieves their potential. The school has a supportive governing body and good relationships with parents. We are very much a village, community school, with a strong family ethos. Every child is proud to wear our uniform and works hard to 'Endeavour, Enjoy and Achieve Together'.

We are ideally looking for a skilled and experienced Teaching Assistant to join our staff team. The post is full time from 8.30am – 3.15pm, Monday to Friday (this equates to 27.5 hours week). The successful applicant will be able to provide learning support across the primary age range. We are looking for the best person for the job and the exact timetable will be finalised once we have appointed, however it is likely that the post will be based in upper key stage two.

We would be particularly interested to hear from applicants who have had experience of delivering the Read Write Inc programme, as this is used across our school, and those who have had experience of delivering intervention programmes. Our person specification outlines the qualities that we are looking for in the successful applicant and we would ask that you refer to these when you are writing your application.

We are an equal opportunities employer and welcome applications regardless of age, gender, disability, ethnicity or religion. The successful applicant will be expected to share the school's commitment to the safeguarding and promotion of the welfare of our children and will therefore be required to undertake an enhanced Records Bureau Disclosure. We will also require two professional references and can only accept applications using the enclosed standard application form. This post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.

The closing date for applications is the 18<sup>th</sup> January and we anticipate that interviews will be held early the following week.

I hope that when you have read information about the posts that you will feel that this is the job for you and will submit an application. Please do not hesitate to contact me if you should require any further information or would like to visit the school.

Yours sincerely

*A. Yates*

Miss Amanda Yates  
Headteacher