

# *St. Joseph's Catholic Primary School, Oxford*

*Headley Way, Headington, Oxford, OX3 7SX*

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*Headteacher: Mrs. S. Tomkys*

## **Teaching Assistant Level 2 – Various Posts – Full time (29.25 hours) and Part-time (hours by arrangement – minimum 15 hours)**

**£18,426 to £18,795 Grade 4 (pro –rata) Term time only, Permanent (variable hours)**

**Mon – Fri 9.00 am – 3.15 pm (30 minutes midday break) – Full time posts**

**Start Date: 3rd September 2019**

We are looking to appoint a Teaching Assistant to work alongside teachers in the school supporting learning in our friendly school. Candidates will be required to support the class teacher in the delivery of the curriculum, assist in the smooth running of the class and in the maintenance of a safe and stimulating learning environment.

Candidates must be able to build good relationships with children have excellent communication skills and the ability to work flexibly and effectively as part of our friendly team. Training is provided and the school welcomes both those who wish to remain as a Teaching Assistant and those wished to progress to teaching.

Visits are warmly encouraged. Please contact Mrs Clare Drew or Mrs Mandy Hathaway in the school office to arrange an appointment or for further details.

The school is committed to safeguarding and promoting the welfare of pupils and expects staff to share this commitment. Please state clearly in your application, whether you want full time or part time working and the age group you are most interested in working with.

Due to this post having access to children and/or vulnerable adults, candidates will be required to undertake a Criminal Record Check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

**PLEASE ENSURE YOU COMPLETE THE CES APPLICATION FORM AND SEND IT DIRECTLY TO THE SCHOOL either via email to: [admin.3838@st-josephs-pri.oxon.sch.uk](mailto:admin.3838@st-josephs-pri.oxon.sch.uk) or by post (CES application forms are available at our website or contact the school office). Applications on the County Council form will not be considered.**

Closing date: **Thursday 18<sup>th</sup> July 2019 at midday**

Interview date: **Monday 22<sup>nd</sup> July 2019**