



**Pratts Bottom Primary School**  
**(School website)**  
**Vacancy**

**Post: Before and After School Club Assistant (2x)**

**Start date: January 2025**

**Hours: Monday to Friday**  
**7.30am - 8.35am (breakfast club) and 3.15pm-6pm (after school club)**  
**19 hours 10 minutes per week**  
**38 weeks per year (term time only)**

**Salary: Bromley Localised Pay Scale BR4 point 12 (FTE £23,955)**  
**Actual pro-rata salary £10,865 per annum**

**We are looking to appoint two Before and After School Club Assistants to facilitate the running of our brand new Wrap Around Provision 'Stars' at Pratts Bottom Primary School. Duties will include setting up the Before and After School Club, welcoming the children and organising activities. Please refer to the Job Description for further details. Job share options may be discussed.**

At the SOLA Trust we have a strong focus on building a diverse and inclusive environment for all staff and the wider school community. We are a Disability Confident Committed Employer and champion inclusion beyond legislation. We welcome applications from all qualified applicants.

*'Our SOLA vision is for every child in a SOLA school to be included, to know that they are important and to acquire and develop the tools, character and values that will enable them to be happy, to contribute, and to thrive throughout their lives.'*

#### **Safeguarding and Equal Opportunities**

The SOLA Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of appointment for post is subject to a satisfactory Enhanced Disclosure and Barring Service check as well as references. The SOLA Trust is committed to promoting and building a diverse and inclusive climate by extending diversity and inclusive awareness throughout our community. We aim to build and sustain a diverse and inclusive community where all individuals are appreciated and respected.

#### **Applications**

We are looking forward to receiving your application. Please apply, preferably online, using the SOLA Application Form, Job Descriptions and Person Specifications and outline, in no more than 500 words, why you would particularly suit the position. Should you require any additional assistance with your application, please do not hesitate to contact us.

Please note that we cannot accept CVs and that references will normally be taken up before the interview. Furthermore, please be aware that we will carry out a soft digital search for all shortlisted candidates ahead of their interview.

**We look forward to receiving your complete application. It should arrive by 9am on Thursday 12 December 2024. The Trust reserves the right to close, extend or remove the advert on or prior to this date.**

**Applications and enquiries should be emailed to [hr@solamat.co.uk](mailto:hr@solamat.co.uk)**

**Interviews are scheduled to take place on Monday 16 December 2024 at Pratts Bottom Primary School.**