About the job

**Location**

Heritage Coast Federation

**Grade**

Grade F

**Minimum Age Requirement**

Not Applicable

**Vacancy Hours**

**34 hours HLTA**

**Plus 5 hours Extended Schools Leader at Band CD**

**Contract Type**

Established for the HLTA role, fixed term after school club until 31st August 2025 in the first instance.

Term Time only plus 5 training days

**Weekend Working**

No

**Application Closing Date**

12.00pm Thursday 24th April 2025

**Shortlisting: Friday 25th April 2025**

**Salary**

Grade F

**Interview Date: Thursday 1st May 2025**

**Venue for Interview**

Hawsker-cum-Stainsacre Primary School, Hawsker, Whitby YO22 4LA

**Visit dates: Please contact the school office to arrange a visit to the schools.**

9.30am Friday 28th March at Fylingdales C of E Primary,

3.45pm Friday 28th March at Hawsker-cum-Stainsacre Primary School

11.00am Friday 4th April at Fylingdales C of E Primary School,

3.45pm Friday 4th April at Hawsker-cum-Stainsacre C of E Primary School or 11.00am Tuesday 22nd April at Hawsker-cum-Stainsacre C of E Primary School

**Advert Details**

Monday to Friday, between the hours of 8.15am-3.30pm in a Higher-Level Teaching Assistant role, also to work as Extended School Staff, running the after-school club until 4.15pm daily (working until 5pm if children are booked in to club – on a claimed based from 4.15pm-5pm) This can be treated as a separate role for candidates who are only interested in the HLTA position.

The Heritage Coast Federation, consisting of Hawsker-cum-Stainsacre Primary School and Fylingdales Primary School, are seeking to appoint an experienced Higher Level Teaching Assistant to start as soon as possible.   This position is 34 hours per week, term time only, working as to PPA cover, management cover and other support where required across both schools in our small school Federation. There are additional hours available to work in our After School club, running the club from 3.15pm until 4.15pm and occasionally until 5pm. This After School Club position is predominantly based at Hawsker-cum-Stainsacre Primary School.

The Heritage Coast Federation schools have a supportive, hardworking staff; bringing together two small village schools under one Executive Head Teacher and one Governing Body. Our Federation brings lots of opportunities for collaboration, development and professional expansion. We are a warm, inclusive family school with a strong sense of community, Christian ethos and a commitment to excellence for all of the children in our care. We aim to ensure that our children feel safe, happy and achieve their potential as a unique individual and as a learner. Christian values of respect, hope, trust and community are at the heart of all that we do and the school’s vision of ‘Flourish, Succeed and Let Your Light Shine’ is embedded in the daily life of the school.

We expect the very best from our children and in return, we aim to give them the very best education. In this way, you will need to be:

* Determined and inspirational; demonstrating passion and love for the children you work with;
* Able to work collaboratively and flexibly as an effective team player;
* Highly passionate and creative with good organisational skills;
* Committed to high-standards and high expectations
* Willing to support the Christian ethos of the school
* Willing to learn and be keen to access CPD to further develop understanding of how to effectively support the progress of our amazing children.

In return, we can offer:

* A happy school, underpinned by our Church of England ethos, where  
  everyone is valued and respected.
* Motivated and happy children who are at the centre of all we do. They show excellent behaviours, a thirst for learning and are encouraged by their supportive parents
* A supportive, dedicated and professional full staff team, who work closely to achieve the best for our children and each other.
* A commitment to outstanding professional development.
* A supportive, exciting, supportive and inspiring environment in which to work, learn and develop

This post is based across the Federation and at times this will mean travelling between the two schools during lunch break. The successful candidate will also be required to travel to Hawsker-cum-Stainsacre Primary School to run the after-school club.

For more information, a look around the school or an informal chat, please contact the school office on 01947 602772 or email [headteacher@hcfed.co.uk](mailto:headteacher@hcfed.co.uk). Applications should be emailed to [hawskeradmin@hcfed.co.uk](mailto:hawskeradmin@hcfed.co.uk)

Enhanced Level DBS Disclosure is required for appointment to this post.

**Closing Date for applications: Thursday 24th April 2025 at 12.00pm**

**Shortlisting: Friday 25th April 2025**

Interviews will be held on Thursday 1st May 2025

NYCC are committed to directly recruiting staff and will not accept applications nor services from agency suppliers in respect of our vacancies.

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.