



Friars Primary School & Nursery Midday Assistant



opening doors, unlocking potential

Location: Friars Primary School and Nursery School, Constable Way, Shoeburyness, SS3 9XX

Salary: Salary Range: Level 3, Points 3 to 5 £22,737 to £23,500 pro rata, actual salary £5,209 to £5,383

Hours of work: 11:30am to 1.30pm, Monday to Friday, totals 10 hours a week, term time only.

Start Date: As soon as possible

About the Role

To support our midday team at Friars Primary School and to support particular children with special education needs in Early Years, we are seeking to appoint a Midday Assistant.

The main scope of the job will be:

- To maintain the safety, welfare and good conduct of the pupils.
- To support the special educational needs of an individual child with autism.
- To attend to minor injuries applying basic first aid
- To help with other duties as necessary e.g., nappy changing, supervising play etc.
- To alert the senior leadership team of any concerns regarding a child or group of children.
- To understand and apply school policies in relation to health, safety, safeguarding, special educational needs, welfare and behaviour of pupils.
- To attend relevant training and meetings as required.
- To respect confidentiality at all times.

Closing Date: Monday 4th November, midday

Interviews: Wednesday 6th November 2024

For further details or an application pack, please contact Mrs Rebecca Sanderson, Director of HR, Portico Academy Trust, Ronald Hill Grove, Leigh-on-Sea, Essex SS9 2JB

Telephone: 01702 987890

Email: recruitment@porticoacademytrust.co.uk

Please include a cover letter with your application form, commenting on how you feel you meet the person specification criteria and providing an insight into your relevant experience.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check and shortlisted candidates should be aware that the school will consider carrying out online searches as part of the due diligence on short listed candidates.

Application Documents:

Support Staff Application Form

MDA Job Description

MDA Person Specification

Application Email: recruitment@porticoacademytrust.co.uk