



Hatton School & Special Needs Centre

Roding Lane South, Woodford Green, Essex, IG8 8EU

Tel: 020 8551 4131, e-mail: admin@hattonsspecialschool.co.uk, website: www.hattonsspecialschool.co.uk

Headteacher: Mr Chris Smaling

‘PROUD of the Hatton Way; LEARNING, GROWING, ACHIEVING TOGETHER’

Dear Applicant,

Thank you for your interest in the post of midday assistant at Hatton School.

We are a large primary school supporting pupils with special educational needs, most of them being on the autistic spectrum. We currently have 192 pupils at our school in 26 classes. Our pupils are in small class groups of approximately eight pupils supported by a teacher and up to four learning support assistants. Our school employs 170 member of staff in total.

As a member of our large staff team you will be playing your part in making sure our pupils are safe, happy and enjoy their time in school and are ready for learning.

Midday assistants have an important role in school. You will be supporting pupils during their lunch break and playtime, two of their favourite parts of the day! You'll be supporting them with self-help skills during lunch and then encouraging them in their games and to play together. Our pupils have a range of different things that they need support with, you will need to be flexible and sensitive to these and the challenges they can bring. Sometimes our pupils get upset and their behaviour can be challenging, this is usually because they find it difficult to communicate. It is our job to help them through these times.

Hatton School is a great place to work and our job can be really rewarding and fun. You will be part of a friendly and hardworking team, supporting some truly unique and inspiring children.

To find out more about our school, take a look at our website. If there is anything else you would like to know you can telephone the school office, we would be happy for you to visit too.

We are proud to be an outstanding special school, putting our pupils at the centre of all we do.

Joining our team would mean you could join us in making a real difference in the lives of these very special young people.

I do hope you decide to apply, we look forward to learning more about you and what you could bring to our school as a member of the Hatton staff team.

Yours Sincerely,

Chris Smaling

Headteacher