



King's Hedges Educational Federation



Northfield Avenue

Cambridge

CB4 2HU

Tel: 01223 518330

Email: office@kingshedges.cambs.sch.uk

Head Teacher: Miss S Merritt

Excellence Achieved Through Care, Creativity and Challenge

Are you ready to join a highly motivated and skilled team? Do you want to work in a vibrant and fast paced environment? Do you want to support the development of new approaches to teaching and learning in a passionate and risk taking school? If so, we are the right school for you!

We need: A level 3 teaching assistant, fully qualified in Early Years & Childcare, for our nursery department

To start: As soon as possible

Pay Scale: NJC grade 4 point 7, £14.38per hour

Hours: Teaching Assistant 32.5 per week plus additional overtime for staff meeting

Times: 8:15 – 3:30 Monday – Friday

We wish to appoint a dedicated, hard-working and motivated teaching assistant for our nursery department. The contract will be term time only, fixed term, ending 31.8.2024 in the first instance. You must have full and relevant early years & childcare qualification at level 3.

Please click on the link for the full list of acceptable qualification

<https://www.gov.uk/government/publications/early-years-qualifications-achieved-in-england>

You will be a valuable member of the team working with the class teacher to support the children. The successful applicant will need enthusiasm, patience, caring and understanding. Experience working with children and a willingness to work in all year groups of the Federation is required.

Please come and visit us, it is the only way to truly realise how special we are. We received an overall 'Good' rating from Ofsted in January 2019.

Please contact Mrs Miller, Tel 01223 518330 or e-mail: finance@kingshedges.cambs.sch.uk to arrange a visit and for the application pack or you can download the application pack from our website: www.kingshedgesprimary.org.uk

Kings Hedges Education Federation is committed to safeguarding and promoting the welfare of children in our care.

All staff and volunteers are expected to share this commitment.

This role is classed as regular activity. Before you proceed with your intention to apply for a position or to support us please take full consideration of the following points.

- All successful candidates will be subject to an Enhanced DBS check, including a Barred List check where applicable to the role. Where you have been shortlisted for a role, you will be required to complete a Declaration of Offences Form, disclosing all relevant previous criminal convictions and cautions. Please contact the Head teacher to discuss this step further if you wish.
- If you are shortlisted for the position you are applying for, we will carry out an online search against you, for information that is publicly available online and usually before interview. This will include social media accounts you may hold.
- We will assess your knowledge of safeguarding by asking specific questions about this area of our role during the interview process and your answer to this question will form part of our decision-making process.
- You will be provided with an induction process, and you are expected to engage with this monitored process.
- Our safeguarding policies and procedures will be explained during your induction and on a regular basis.
- Kings Hedges complies the Childcare Act 2006 and the Childcare (Disqualification) and childcare (Early Years Provision Free of Charge) (Extended Entitlement) (Amendment) Regulations 2008. All shortlisted candidates whose role will involve the responsibility for the provision or management of such childcare (including teaching) shall be required to declare that they are not disqualified from undertaking such work.
- Application forms must be completed in full. Please pay particular attention to your work history and inform us of any gaps in employment. CVs will only be accepted alongside a completed application form.
- Please ensure you state full details of your qualifications.
- References may be taken up prior to interviews and any discrepancies will be addressed during the interview process.

Closing date – Wednesday 20th September, 9:00am

Interview date – 26th September 2023