



Belmont Cheveley Park Primary School

Scardale Way
Belmont
Durham
DH1 2TX

Tel/Fax: 01913869494

Tea Time Club Assistant – Summer 2025

Would you like to work with a group of wonderful children in order to help them to have a happy and settled after-school experience? If so, we are looking for a Tea Time Club Assistant to join our team. The role is for 2 hours and 30 minutes each day (3:15 PM until 5:45 PM).

If you are interested in the position, please download an application pack from our school website <https://www.belmontcheveleypark.durham.sch.uk/page/?title=Vacancies&pid=20> or call in to pick one up in person. Should you require any further information about the role, please do not hesitate to contact Karl Barron in the school office.

Role Specifics

Days: Monday – Thursday

Time: 10 hours per week: 2 hours and 30 minutes per day (at the end of the school day)

Pay Grade: Grade 1 – (£24,027 **pro rata**)

This position is paid whole time with retainer adjustments applied to periods of school closure. You will not be required to work during the school closure periods however your salary in these periods will be adjusted accordingly in line with the retainer regulations as specified in the National Joint Council (NJC) Green Book agreement.

Belmont Cheveley Park Primary School 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 employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure, references and all posts are subject to a six month probationary period.

An application form, job description and person specification can be downloaded from our website (in 'About Us' – 'Vacancies') or requested by e-mail from cheveleypark@durhamlearning.net

Completed application packs should be emailed to cheveleypark@durhamlearning.net or returned to the school office.

Please note, only shortlisted candidates will be contacted.

Closing date	Wednesday 6th August 2025 at 4:00 PM
Interview date	Thursday 14th August 2025
Contact for application packs	Karl Barron / School Office

If you have any questions, please do not hesitate to contact Mrs Goodwin, Headteacher or Mr Barron, Headteacher's PA.

