**Sheffield City Council**

Human Resources Service

Moorfoot Building, Sheffield S1 4PL

Email : [recruitmentandtalent@sheffield.gov.uk](mailto:recruitmentandtalent@sheffield.gov.uk)

Webpage: [www.sheffield.gov.uk/schooljobs](http://www.sheffield.gov.uk/schooljobs)

**Sheffield City Council Maintained Schools - Job Advert Request Form**

**Schools Support Staff**

**Please complete all four steps.**

1. **Job Details**

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| --- | --- |
| **Job Details** | **Please add correct details, delete not applicable** |
| Job Title | Teaching Assistant Level 3 |
| School Name | Ballifield Primary School |
| Location | Sheffield |
| Contract | Permanent |
| Hours per week | 32.5 hours |
| Weeks per year | 39 Weeks |
| Grade and Salary | Grade 3 £20,443 - £22,571 (pro-rata) |
| Actual Part Time Salary | £15,357 – £16,956 |
| Closing Date | 19.9.22 @9am |
| *Job Reference Number* | *B922* |

1. **School Contact Details for Advert**

|  |  |
| --- | --- |
| Contact Name | Joanne Eagleton |
| Position | Headteacher |
| Telephone Number | 0114 2697557 |
| Email Address | [recruitment@ballifield.sheffield.sch.uk](mailto:recruitment@ballifield.sheffield.sch.uk) |
| Website Address | *www.ballifield.co.uk* |

The children, staff and governors of Ballifield Primary School are looking to appoint an outstanding, experienced, committed and caring teaching assistant to work within our recently judged to be Good two-form school to start at the beginning of October.

You should have:

* Have very good communication skills both written and verbal
* Have experience of working with children in KS1/KS2
* Be flexible and adaptable
* Be willing to work as a team player and use your own initiative
* Have gained an NVQ Level 3 qualification for classroom assistants or equivalent as a minimum requirement
* Have very good Maths and English skills
* Be an excellent, innovative classroom support with a commitment to promoting high standards
* Have a willingness to undertake training
* Experience of delivering an Intervention Programme.
* Have a sense of humour

**In return, we offer:**

* Enthusiastic and well-motivated pupils
* Supportive parents
* A professional, committed, hardworking and friendly team of staff
* An opportunity to play a significant role in the future development of the school
* The opportunity to undertake a range of professional development opportunities

For application forms and further details please contact: Ballifield Primary School on 0114 269 7557. Application forms can be obtained from and returned to recruitment@ballifield.sheffield.sch.uk.

The school is committed to safeguarding and promoting the welfare and safety of children and young people and expect all staff to share this commitment. The successful candidate will be required to complete a Criminal Records Disclosure form in line with Section 115 of The Police Act 1997.

We are committed to safeguarding and promoting the welfare and safety of children and vulnerable adults and expect all staff to share this commitment. All successful candidates will be required to complete an Enhanced Disclosure and Barring Service Check.

We value our diverse workforce and aim to work together to make the most of our differences. We welcome applications from everyone.  Under the Disability Confident Scheme, disabled applicants, who meet the essential criteria of this job, are guaranteed an interview.

1. **Email this Form and the Job Description to:-**

[Recruitmentandtalent@sheffield.gov.uk](mailto:Recruitmentandtalent@sheffield.gov.uk)