



Phoenix Primary and Secondary School

49 Bow Road, London, E3 2AD 020 8980 4740

Teaching Assistant (Secondary & Post 16)

Contract Type: Permanent Term Time Only (September 2021 Start)

Salary: NJC Scale 3 TTO (Actual Salary starting from £18,424)

Working Arrangement: 8:45am – 3:30pm (32 hours per week inc. one evening until 4:00pm)

Vacancy Hours: 32 hours

Closing Date: 9am, Monday 10th May 2021

We are currently looking to appoint Teaching Assistants who are able to work in Secondary and Post 16 departments. Candidates should ideally have experience of working with children with special needs.

The school will provide induction, training and career progression opportunities.

Teaching Assistants will:

- Support children and young people in the classroom
- Assist with personal care
- Complete relevant training
- Support the teacher with written records and organisation of activities
- Record behaviour incidents

The post would suit an energetic and creative professional who is looking to make a difference to the lives of young people with autism and complex needs as well as furthering their own professional development.

Pupils are aged between 3 and 19 and make very good progress with access to a broad, balanced and enriched curriculum. We are accredited National Autistic Society School and have been praised for our creative approach to working with children with autism and with their parents. The school has won a number of awards including the NASEN Parental Engagement Award.

The Governing Body of the school is committed to safeguarding and promoting the welfare of children, young people, and staff and the Executive Headteacher must ensure that the highest priority is given to following all safeguarding guidance and regulations. The successful candidate will require an enhanced DBS clearance. We are dedicated to equality and valuing diversity.

How to apply:

Should you wish you enquire about the post please contact Head of Secondary Sandra Clarke
sclarke@phoenix.towerhamlets.sch.uk

Application can be found on School website www.phoenix.towerhamlets.sch.uk

Please return application to: recruitment@phoenix.towerhamlets.sch.uk

Shortlisting Date: **11th May 2021**

Interviews & Assessment Date: **Tuesday, 25th May 2021**

It will not be possible to re-arrange these dates. If you are intending to apply, please ensure you are available to attend for an interview. Candidates invited for an interview will be required to take a Lateral Flow Test onsite, as will members of the panel.