November 2026

Dear Applicant

NJC Grade 7 (SCP 14-19) £30,515 – £33,119 p.a. pro-rata salary
Actual salary approx. £19,104 - £20,734
27.5 hours per week, term time only, temporary contract
(20 mins morning break & 40 mins lunchbreak - unpaid)
8:30am – 3pm (Mon - Fri)

Thank you for your interest in the post of Teaching Assistant in the SSC at Felpham Community College.

FCC is an 11–18 local authority, mixed comprehensive with over 1500 students on roll and a thriving Sixth Form. Our most recent Ofsted inspection in October 2024 confirmed our 'Good' status, again recognising our strong community identity and the clarity of our vision for the future.

We are proud of our values of Achievement, Care and Equity, which sit at the heart of everything we do. These values shape our curriculum, our culture and our ambition for every young person. We are committed to providing a calm, respectful environment where students feel known as individuals and where high expectations and excellent teaching enable them to learn well and thrive.

Felpham is in a secure and positive position. Our pastoral systems are well established and built around strong year-group teams, excellent relationships and consistent expectations. Over the last two years, attendance and behaviour have improved rapidly, supported by clear routines, helpful structures and strong partnerships with families. We are continuing to strengthen standards by investing in our skilled, high-quality teaching and purposeful learning culture, and by evolving a curriculum that is coherent, inclusive and designed to support excellent outcomes for all students.

We benefit from excellent facilities across the school and a modern learning environment that supports high-quality provision. Investment in specialist spaces, outdoor areas and digital infrastructure has enhanced our offer and continues to support both staff and students in their work.

Visitors typically comment on the warm, friendly welcome they receive, the well-mannered and articulate students they meet, and the commitment and professionalism shown by staff across the school. We are a UNICEF Rights Respecting Gold school and place importance on equity, inclusion and student voice. Felpham is a community built on kindness, integrity and ambition, and we are proud of the positive culture this creates.

To learn more about our curriculum, ethos and improvement journey, additional information is available on our website at www.felpham.com

I hope that having explored our website and reviewed the information provided you will be interested in applying. Completed application forms should be posted or emailed to my HR Manager & PA, Sarah Buswell, at jobs@felpham.org.uk In addition to your application form you should include a letter of application of no more than two sides of A4 (size 11 font min.) which clearly addresses the following points:

- Professional experience and achievements
- What you will bring to Felpham Community College

If you would like any more information on the post, please contact Vikki Andrews, SENCo, on the school number or email VAndrews@felpham.org.uk Visits to the school are welcomed.

The closing date for applications is **09:00am Monday 30th November 2026.** Interviews dates will be advised.

This is an extremely exciting time to join Felpham Community College and to play a vital role in continuing our success.

I look forward to hearing from you.

Yours sincerely



Suzanne Pike
Headteacher

Please ensure that you complete your full employment history on the application form (including any study, voluntary work and with explanations for any periods not covered). Any employment gaps will be investigated. Because of the nature of this job, if you are successful in your application you will be subject to a criminal record check from the DBS before the appointment can be confirmed. This will be done by means of applying for an Enhanced Disclosure. Disclosures include details of cautions, reprimands or final warnings as well as convictions, spent or unspent. Online searches may be done as part of due diligence checks.

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