September 2021

Dear Candidate,

Thank you for your interest in a part time Teaching Assistant position within Pinewood School Academy Trust. We would like this position to be filled from September 2021.

Pinewood School Academy Trust is a SEND Secondary School in Ware, Hertfordshire which provides education for students with a range of needs including Autism, Down’s Syndrome and other conditions that result in a developmental delay. We cater for 191 pupils in School year 7 to 11. All our pupils have Education, Health and Care Plans which means we have to work closely with not only Hertfordshire Local Authority but also Essex and Enfield too to ensure effective provision to meet all the needs that our pupils bring with them.

We are looking for a new member of our staff team who will bring an engaging personality and a sense of humour to the work of the school. The successful applicant/s will work up to 34.5 hours per week, days are negotiable (Hours are: Mon-Wed 8.30am to 4pm, Thur/Fri 8.30am to 3.30pm), plus 5 INSET days.

Experience of working within a Special School is not a pre-requisite for this position. Rather, an interest and enthusiasm for developing within this exciting, challenging and rewarding area of education is key.

**Please return your completed application form to** [**admin@pinewood.herts.sch.uk**](mailto:admin@pinewood.herts.sch.uk) **by 5pm on 30th September 2021, interviews will be held week commencing 12th October 2021.**

*This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will need to undertake an Enhanced Disclosure via the DBS.*

Yours faithfully,



D. McGachen

Headteacher