FOR INFORMATION

Cirencester Kingshill School

TEACHING ASSISTANTS

Part Time – Fixed Term Contracts (until 31st August 2022)

We require Teaching Assistants (unqualified or qualified) to work within our SEN department and provide curriculum support to pupils with special education needs.

Within the existing SEN Team there is a range of expertise and experience. The Faculty has an 'open door' policy so staff, pupils or parents and carers may request support in lessons, with homework, organisation or social support.

The posts would suit applicants who may be considering a career in teaching or have experience of working with young people in other settings outside of education. The deployment of the successful applicants will be informed by their specific areas of interest/expertise.

Holidays

The posts are term time including Inset days which totals 44.55 weeks of the year. This includes 24.5 days holiday rising to 29.5 after 5 years continuous service plus statutory holidays. Holidays must be taken during the school holidays.

Hours

27 hours and 55 minutes per week at the following times:

9.10am – 3.10pm Monday – Friday, which includes a 20 minute paid break (if working more than 4 hours per day) and a 25 minute unpaid lunch break, to be taken at times agreed with the Line Manager.

Salary Scale

Salary will be dependent on experience and qualification.

Unqualified: Grade D point 3 – 6 £18,562 – £19,698 pro rata. Actual salary per annum is £11,962.84 – £12,694.97.

Qualified: Grade F point 6 – 12 £19,698 – £22,183 pro rata. Actual salary per annum is £12,694.97 – £14,296.51.

Safeguarding

Cirencester Kingshill School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the same commitment. This post is subject to an enhanced Disclosure and Barring Service check.

We welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.

How to Apply

- Please complete the Application Form for Support Staff (available via the school vacancies section on the school website).
- Include the names, addresses, contact numbers and email addresses of your two referees.
- Include your C.V.

Please note that applications without the above being completed/included will not be accepted.

- It would also be helpful if you could include a letter of application which explains how your experiences and skills will best fit the role of Teaching Assistant.

Please email completed application forms and relevant documentation to jobs@cirencesterkingshill.gloucs.sch.uk or post to Cirencester Kingshill School, Kingshill Lane, Cirencester, Gloucestershire, GL7 1HS.

December 2021

Closing date for receipt of applications is midday Tuesday 4th January 2022

Interviews – Week commencing 10th January 2022

We look forward to hearing from you. If you require any further information please do not hesitate to contact the school.

Miriam Hall
Personnel Officer
Telephone: 01285 651511 ext. 203 Email: mhall@cirencesterkingshill.gloucs.sch.uk

We reserve the right to close this recruitment earlier if there is a sufficient number of applications