



GRANGE PRIMARY SCHOOL

Webb Street, London, SE1 4RP

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Headteachers: **Maddy Webb**

Diana Valcheva

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September 2017

Dear Applicant

Thank you for your interest in the school and the post of **Teaching Assistant** at Grange.

Grange Primary School is in Bermondsey, comprising of children from the many nationalities, cultures and faiths that are reflected in our local community. The school has increased in size moving from a one and half form entry school to two form. We have recently undergone an extensive programme of refurbishment of our existing building and an external re-build. The transformation of our school has been tremendous.

We are looking to appoint an experienced and motivated teaching assistant who will work with teaching staff to support children in the classroom and to undertake interventions as needed. Ideal candidates will be passionate about children's learning and have relevant training and experience.

The job description gives a detailed account of the post and the individual we are looking for. Applicants will be expected to meet the requirements of the person specification.

Please ensure you read the guidance notes on completing the application form. All sections of the application form should be completed in full. Any breaks in employment should be identified with a reason for the break. Candidates shortlisted will have their referees contacted prior to interview. It is important your referee details are completed fully with a contact telephone number and that you have checked the email addresses supplied for accuracy before submitting your application. If you are invited for interview you should bring with you evidence of your identity (to include photo ID plus a current official document confirming your name and home address). Please also bring evidence of any qualifications you declare on your form, these should be original certificates or letters of achievement from the awarding body. Grange Primary School is committed to safeguarding and promoting the welfare of children and young people and expects that all staff share this commitment. An enhanced DBS check, satisfactory references and medical check will be required before a final offer is made.

Love

Hope

Co-operation

Respect

Visits to the school are encouraged. As you will see from the profile of our school attached, we are in a great location, which is well served by public transport. Please contact us to arrange a convenient time to visit us.

If you believe you could make a valuable contribution to our school and have the skills and experience we require, please complete an application form and ensure it gets to us by 5:00 p.m. on Friday 29th September 2017. Interviews will be held during week beginning Monday 2nd October 2017.

CVs will not be accepted. Shortlisted candidates will be telephoned and invited to interview.

Yours faithfully

Maddy Webb
Headteacher

Diana Valcheva
Headteacher

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