Dear Applicant

Thank you for your interest in the position of Grade 2 Teaching Assistant here at Highters Heath Nursery School.

Our ideal candidate will have a strong work ethic, pride in their work and an exemplary attendance record. In return we can offer you a warm, welcoming environment, a friendly and loyal team of colleagues, support from very experienced practitioners and the opportunity to make a huge contribution to the life of our school.

The position is part-time at 20 hours per week, term time only and will be for the summer term only. You should be familiar with the EYFS framework and used to making observations of children, as well as liaising with parents and working as part of a team. There is a possibility that this role may be extended into the Autumn term for the right candidate, potentially with an increase in hours, so the position would suit someone who is seeking a longer term role in the Early Years.

The hours we are looking for are as follows:

**Monday – Friday: 11:30am – 3:30pm (4 hours)**

Due to the cohort of children that this role will be supporting we are unable to be flexible with these hours.

We strongly encourage you to come and look around our school and get a real feel of who we are and what we do, as well as meet the team and ask any questions you may have. This also shows us you have an interest in our school.

The closing date for applications is Friday 20th March, 2020. Shortlisted candidates will be contacted by Friday 27th March, 2020. If you have not heard from us by Friday 3rd April, please assume your application has been unsuccessful on this occasion.

We look forward to meeting you soon.

Kind regards

Elinor Warner
Head Teacher