

Bitterne CE Primary School

Brownlow Avenue, Bitterne, Southampton. SO19 7BX. T: 02380 499494

E: office@bitterneceprimary.net W: www.bitterneceprimary.net

Headteacher: Jen Johnson

Thank you for your request for the enclosed application pack for the post of **Teaching Assistant – fixed term.**

Please find enclosed:

- Application Form
- Job Description
- Person Specification
- Guidelines for completing staff application form

Completed application forms should be sent to the email address below by the closing date.

Your application will be judged against the Job Description and Person Specification for the post. Please make sure that you:

- Refer to each point in the Job Description and Person Specification.
- Give details of your experience in each area listed; include relevant details of current and previous employment.

Should you require further assistance regarding your application, please contact info@bitterneceprimary.net

Please contact the school office on 023 8049 9494 if you would like to arrange a visit.

Bitterne CE Primary School is committed to safeguarding and promoting the welfare of children and expect all staff and to share this commitment. The successful candidate will be subject to all necessary pre-employment checks, including: an enhanced DBS; Prohibition check; Childcare Disqualification (where applicable); qualifications (where applicable); medical fitness; identity and right to work. All applicants will be required to provide references.

The closing date for applications is **Wednesday 11th December 2024.** Interviews will take place on **Tuesday 17th December 2024.**

May I wish you every success with your application.

Yours sincerely

Clare Horan
Business Manager