



## Teaching Assistant Required

Sacred Heart Catholic Primary School,  
Swaffham, Sporle Road. Norfolk. PE37 7HL

### Required from September 2024

- **Teaching Assistant Level 1**
  - Term Time only plus INSET
  - 26.75 hours per week. 39 weeks per year.
  - **Salary: Scale D**
- **Midday Supervisory Role:**
  - 5 Hours per week. 38 weeks per year
  - **Salary: Scale A**

We are seeking to appoint an enthusiastic Teaching Assistant, to join our hard working and supportive team. Sacred Heart is a school where love, faith and hope are central to its mission, combining a Catholic ethos with an environment that focuses on the development of the whole child.

You will work in a warm, friendly and caring environment, and play an essential role in the school, helping our children to fulfil their potential.

As part of our team you will be responsible for delivering the learning activities and interventions planned by the class teacher for all children. You will support children with their social interactions in the class, helping them to interact with their peers and form good relationships. You will also support all of the children during lunchtime.

### The successful candidate will:

- Be a qualified NVQ Level 2 Teaching Assistant (or equivalent)
- Be passionate and enthusiastic about supporting children
- Be able to use specialist skills/training/experience to support children's needs
- Be committed to the school's high standards of teaching, learning and pastoral care
- Have knowledge and understanding of the Primary curriculum

### We offer:

- An inclusive and caring ethos
- Enthusiastic, well-motivated and inquisitive children
- Welcoming and supportive staff
- Opportunities for professional development
- A supportive Governing Body
- A caring school community

**Any questions relating to the post should be emailed to [admin@sacredheartcps.uk](mailto:admin@sacredheartcps.uk)**

**For an informal discussion please contact Teresa Selvey  
by telephoning the school: 01760 721 330**

### How to apply:

To download an application form, please follow the link <https://www.catholiceducation.org.uk/recruitment-process/item/1000042-model-application-forms> and select the application form for support staff.

Completed forms should either be returned via email to – [admin@sacredheartcps.uk](mailto:admin@sacredheartcps.uk) or by post to the school address.

**Closing date: Wednesday 17th July, 10am**  
**Interview date: Thursday 18<sup>th</sup> July**

Sacred Heart Catholic Primary School is committed to safeguarding pupils. Any offer of employment will be subject to satisfactory references, health check and Enhanced DBS (Disclosure & Barring Service) and proof of right to work in the UK. The successful applicant will also be required to complete a declaration form to establish whether they are disqualified under these regulations. We are an equal opportunities employer.