



TEMPORARY TEACHING ASSISTANT

JOB SUMMARY

Contract Type: Term-time only (Temporary)
Working Pattern: Part time (term time plus specified days)
Advert Start Date: 15/03/24
Advert End Date: Closed for applications on 22/03/2024 12noon
Salary : Grade 3
Hours per week: 15
Job Category: Schools - Teaching Assistant
Vacancy ID: RLNS TA3
Employment Location: Rosemary Lane Nursery School
Number of posts: 1
Closing date: 22nd March 2024

FURTHER INFORMATION

Temporary Teaching Assistant
Grade 3
Required as soon as possible

The Governors of Rosemary Lane Nursery School are seeking to appoint a highly motivated enthusiastic, dedicated Early Years Practitioner to join our outstanding team. We are a warm and caring school located in a semi-rural village. We have a strong team of dedicated practitioners who work with children in our unique and well-resourced indoor and outdoor environment. We promote an ethos of working together "sharing the journey, nurturing the child". This role will involve working with and supporting nursery children aged 2 to 4 years on a part time temporary basis until July 2024.

The successful candidate will:

- Hold a relevant Level 3 Teaching Assistant qualification or equivalent
- Have high expectations
- Experience working in Early Years and have an awareness of the EYFS reforms
- A secure knowledge of child development and play
- Build good relationships with both children and adults
- Have excellent Literacy and Numeracy skills
- Be able to use ICT effectively
- Be flexible
- Be able to work as part of a team and use their own initiative
- Communicate effectively with parents and carers
- Demonstrate resilience
- Attend training relevant to the post
- Have awareness of supporting children with additional needs

The school will offer:

- Enthusiastic, happy and confident children
- Dynamic and creative staff
- Supportive school leaders, Governors and parents
- A strong commitment to continual professional development

Calculation of term time only plus two weeks' pay

Term time only plus two additional weeks' pay is calculated on the basis of the following:

- Number of 'teaching' weeks – e.g. 38 weeks; plus
- Public (bank) holidays – 1.6 weeks (8 days); plus
- Two additional weeks, inclusive of CPD – 2 weeks; plus
- Individual leave entitlement - 5.2 weeks (26 days) or 6.2 weeks (31 days)

Individual leave entitlement is calculated on the length of continuous service.

Employees with less than 5 years' service will receive 26 days annual leave.

Employees with more than 5 years' service will receive 31 days annual leave.

For example:

Calculation for employees with less than 5 years' service:

40 weeks (term time plus 2) + 26 days (annual leave) + 8 days (public holidays) = 46.8 weeks' pay,
to be paid in 12 equal monthly instalments

Calculation for employees with more than 5 years' service:

40 weeks (term time plus 2) + 31 days (annual leave) + 8 days (public holidays) = 47.8 weeks' pay,
to be paid in 12 equal monthly instalments

Where our roles are customer facing and you are required to speak to members of the public, the ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post. As a disability confident employer, we are committed to employing disabled people and people with health conditions making reasonable adjustments to support disabled applicants when required.

Rosemary Lane Nursery School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Safer recruitment practice and pre-employment checks will be undertaken before an appointment is confirmed. The post is subject to an enhanced Disclosure and Barring Service (DBS) check.

In line with safer recruitment practice, we are unable to accept CVs.

Appointments are subject to a satisfactory Enhanced DBS check and receipt of 2 references.

The post is exempt from the Rehabilitation of Offenders Act 1974

This post is not open to job share.

Applicants must hold a qualification that meets the approved 'full and relevant' criteria for Early Years qualifications and inclusion in staffing ratios.

Closing date: Friday 22nd March at 12 noon

Interview date: Wednesday 27th March 2024

Rosemary Lane Nursery School
Rosemary Lane
Easington Village
Co. Durham
SR8 3BQ

Telephone: 0191 5271168

Email: rosemary.lane@durhamlearning.net

Website: www.rosemarylane.durham.sch.uk