



Teaching Assistant Level 4 (HLTA)

St Nicholas School



Are you ready for your next step in special education?

Job Title:	Teaching Assistant Level 4 (HLTA)
Position type:	Permanent
Hours / Weeks:	32.5 hours per week - 8.30am – 3.30pm (5 days per week term time only)
Salary:	NJC Grade 7, scp 23-25 which is pro rata to hours / weeks working out to £26,793 (scp23)
Closing date:	Friday 2 nd June 2023 at 5pm
Shortlisting:	Tuesday 6 th June
Interview date:	Monday 26 th June 2023
Start:	4 th September 2023

This is a marvellous opportunity for an inspiring HLTA to join our exciting journey as we embark on becoming an Outstanding provision for children with Special Needs.

St Nicholas is a popular choice for parents of children with special needs in Croydon. We are rated as a Good school by Ofsted (2023).

St Nicholas School is a good community Special school for 265 pupils aged 4-11 with MLD, ASD, Speech and Language Needs, Downs Syndrome and Complex Needs. We provide a bespoke education for pupils using 'state of the art' facilities that enable us to offer our pupils the full range of EYFS and National Curriculum as well as a broad and balanced curriculum matched to their individual needs. Our pupils are supported in small class sizes, by well qualified and experienced staff, to help them realise their full potential.

We would like to recruit:

- A skilled, patient, enthusiastic and dedicated Higher Level Teaching Assistant, able to lead groups of children as well as support teachers.
- Holding at least an NVQ Level 4 in relevant area.
- Prior experience of working with children with Special Education Needs.

We can offer:

- Excellent career opportunities to work within a vibrant and successful special school

- An ambitious, successful and vibrant place to work
- A supportive working culture that focuses on positive learning behaviour and high expectations for all children.

Safeguarding Statement

St Nicholas School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. We are an equal opportunities and inclusive employer and we welcome applications from all people representative of our community.

This post is exempt from Rehabilitation of Offenders Act 1974 (as amended 2013 & 2020). Applicants must disclose details of any 'protected' criminal convictions, cautions or bind-overs.

The school will request references in advance once shortlisting has taken place and will undertake online checks for all shortlisted candidates.

Applicants should be aware that their current or most recent employer will be approached as a referee. **Please ensure that you provide an email address and telephone number of each referee on the school's application form.**

The successful candidate will be subject to an enhanced DBS check, a barred list check, medical clearance and satisfactory references. The role is subject to a probationary period.

GDPR statement

In line with the General Data Protection Regulation (GDPR) and the expected provisions of the Data Protection Act 2018 (DPA 2018) the school is responsible for holding and protecting personal data. The school is required to share some data with the Local Authority and the DFE. For further information on who we share data with please see our website for our Data Protection Policy and Privacy Notices: www.st-nicholas.croydon.sch.uk

Applicants should apply by using the documents attached to the advert only. **CVs will not be accepted.**

Please include a **supporting document**, referencing how you meet the person specification (no more than 2 A4 sheets) explaining why you feel you are able to do the job based on your skills and experience with your application form and return by the closing date to: suem@st-nicholas.croydon.sch.uk