Templemoor
Infant and Nursery School

April 2018

Dear Applicant,

Midday Assistant

7.5 hrs hours per week 11:50am to 1:20 pm Monday to Friday, Term Time Only plus 5 days INSET.

Salary grade

Band 1, SCP 6 to 10.

Thank you for your interest in the post of Midday Assistant.

Templemoor is a happy, vibrant, over-subscribed infant and nursery school, with beautiful, extensive grounds located in Sale Moor, Trafford. We currently have 226 pupils on roll.

We ensure that children are at the heart of everything that we do. We aim to provide our children with secure foundations for life, so that they leave our school with an exceptional all round education and a love of learning. Our children are amazing! They show great commitment to their school and learning.

Our school has a talented team of dedicated staff who create an environment that is exciting and stimulating where all children are encouraged to develop a love of learning and to achieve the highest standards in all that they do.

The Application Pack can be downloaded from our website at templemoorinfants.co.uk and consists of:

- This covering letter
- A Job Description and Person Specification
- Application Form
- Safeguarding Information Sheet
- Self-disclosure form
- Reference pro-forma (for information only)

Nursery Close, Sale, M33 2EG
templemoorinfants.co.uk

Ofsted
Outstanding
2008|2009

T: 0161 969 1622 F: 0161 969 1464
E: admin@templemoor.trafford.sch.uk

The selection process is as follows:

STEP 1	The closing date for applications is at 12pm on Friday 27th April 2018. Application Forms and Self-disclosure forms must be emailed to recruitment@templemoor.trafford.sch.uk and marked FAO The Headteacher.
STEP 2	The recruitment panel, consisting of the Headteacher, School Business Manager and Lunchtime Supervisor will meet on Friday 27th April 2018 to shortlist. Successful applicants will be contacted by email by the end of the day. Reference requests will be sent out. Unsuccessful applicants will not be contacted.
STEP 3	Interviews will take place on Wednesday 2nd May 2018.

I wish you the very best of luck with your application.

Kind regards,

S Hodgson

Stuart Hodgson
Headteacher