



## **Internal Advert – The post is restricted to current employees of West Park Primary School**

### **BAND 7 – COVER ASSISTANTS x 3**

**Cover Assistant (Band 7) Spinal Column Points 8 - 11, £10.62 - £11.27 per hour. term time only, 195 days per year (including PD days). These are “Acting up” positions that will cease on 31<sup>st</sup> August 2022.**

West Park Primary School is looking to appoint 3 Cover Assistants from the existing staff in school. The successful postholders would continue to work their existing substantive weekly hours. These are “acting up” positions. The roles would commence in September 2021 and are a temporary arrangement for one year up to 31<sup>st</sup> August 2022.

The successful candidates will supervise whole classes, across the school from Nursery to Year 6, undertaking pre-prepared activities provided by a teacher to address short term absences. The successful candidates will maintain order, keep pupils on task and ensure active learning is continued.

Candidates should be suitably qualified and experienced, possessing a NVQ level 3 or equivalent and having worked as a classroom or teaching assistant within a primary school, for a minimum of 2 years, have experience of working successfully and collaboratively with teachers to plan and deliver programmes of teaching and learning activities for classes and be able to meet the criteria detailed on the person specification.

Candidates must only apply using the application form provided; CV's will not be accepted.

For an informal discussion about these positions please contact Mandy.

***West Park Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As such the successful candidates will be required to undergo an enhanced DBS check.***

### **Requesting an application form**

Application forms and further details are available via the Ad Astra website site:  
<http://www.adastraacademytrust.com/careers/>

Closing Date – 9am on Monday 21<sup>st</sup> June 2021

Interviews to take place in week commencing Monday 28th June 2021.