

# VACANCY

## Bournes Green Schools

### HLTA



<b>Location:</b>	Bournes Green Schools
<b>Pay Range/Salary:</b>	Level 5
<b>Start Date:</b>	September 2021
<b>Contract Type:</b>	Permanent
<b>Hours per week:</b>	30.5
<b>Application Closing date:</b>	Tuesday 4 <sup>th</sup> May 2021 – Midday
<b>Shortlisting Date:</b>	Monday 10 <sup>th</sup> May 2021
<b>Date of Interview:</b>	Wednesday 19 <sup>th</sup> May 2021

Bournes Green Schools are seeking to appoint a highly motivated and capable HLTA to join our team. You will be passionate about working with children to ensure they receive the best education. You will be responsible for teaching whole classes for PPA and at other times. You will also support the class teacher and assist with preparing and planning lessons and learning activities, assessing, recording and reporting to teachers on pupils' development, progress and attainment.

Bournes Green is a two-form entry school, part of the Southend East Community Academy Trust. We are a caring school with wonderful children who love to learn. Our staff members are extremely dedicated, friendly and supportive of each other. We can offer you the support of a committed team of staff and Governors as well as children who are well behaved and eager to learn.

Visits to the school are strongly encouraged and warmly welcomed. All visits will adhere to social distancing guidance.

Please contact Tina Gerard at [thr@bournesgreen-inf.southend.sch.uk](mailto:thr@bournesgreen-inf.southend.sch.uk) for an application pack or to arrange a visit.

A copy of the SECAT Recruitment and Selection Policy and Privacy Notice for Job Applicants can be found in the policies section of the SECAT website ([www.secat.co.uk](http://www.secat.co.uk))

SECAT is committed to safeguarding and promoting the welfare of children and expects all staff and visitors to share this commitment. All appointments are subject to an enhanced DBS check, medical clearance, and satisfactory references. We are an equal opportunities employer.