



GREEN SHEETS

On paper, by email & online: www.schoolvacancies.co.uk

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JULY 13 2020

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'Visits' replace local area SEND inspections in autumn term

Local area inspections of arrangements for young people with special educational needs and disabilities (SEND) are to remain paused. The inspections, which are carried out jointly by Ofsted and the Care Quality Commission (CQC) were originally suspended due to the coronavirus pandemic. They will now not resume straight away in the autumn term, according to the Ofsted chief inspector Amanda Spielman, who has also said a new framework will be developed for the inspections. Ofsted and CQC began inspecting area SEND arrangements in May 2016, and have inspected 117 local areas to date.

In an HMCI commentary published last week, Ms Spielman acknowledged

that the lockdown period had been particularly disruptive for pupils with SEND, but that it would not be appropriate to resume the local area inspections straight away. 'The current levels of disruption to education, health and care services, as well as changing expectations of local areas during the pandemic, would make it impossible for us and CQC to make fair, valid and consistent inspection judgements,' she wrote.

Instead, in the autumn term Ofsted and the CQC will conduct a series of visits to establish how well the system is working, and assess when local areas will be ready for full inspections to restart.

...continues on page 2

WE'LL BE BACK SEPT 7 2020 - PRINT & DIGITAL

GREENSHEETS RETURNS TO PRINT FROM SEPT 7, 2020

**BOOK EARLY FOR
SEPT 7, 2020**

and get your vacancies at our current discounted rates and online throughout the summer break at no extra cost

Book by 3pm Thursday 16 July. For our rates, and full offer terms and conditions, see: www.schoolvacancies.co.uk

E-mail: greensheets@spikepublications.co.uk

PRIMARY EDUCATION including Nursery

OTHER POSTS

BRACKNELL FOREST

See advertisement under Miscellaneous on page 3

READING

See advertisement on this page

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MISCELLANEOUS

See advertisements on this page (The Teaching Supply Agency) and page 3 (One-to-One Club)

SPECIAL EDUCATION

LEADERSHIP SCALE

See advertisement on page 3

OTHER POSTS

See advertisement under Miscellaneous on page 3

The Teaching Supply Agency

Teachers Required

- Would you like to work in local schools ?
- Are you a qualified teacher ?
- Do you want to work only when it suits ?
- Receive top rates of pay each week ?

We are a teacher recruitment agency in Bracknell Berkshire. We cover all of Berkshire, North Hampshire, Surrey and parts of Bucks. We provide a friendly work finding service for qualified teachers.

Email: info@teaching-agency.co.uk

or

Call 01344 482708

REYS FEDERATION

BLAGDON NURSERY SCHOOL
Blagdon Road, Reading RG2 7NT



Class Teacher

MPS 1 – 6 TLR negotiable

Start date negotiable

Based Blagdon Nursery School

The federated Governors of REYs are looking to appoint a confident, passionate class teacher to join our dedicated nursery team. A TLR may be available to lead teaching and learning across the school.

The successful applicant would be an inspirational, enthusiastic, friendly professional with a passion and energy to deliver first class teaching.

NQTs would be considered.

Are you:

- An outstanding classroom practitioner?
- Prepared to motivate children to ensure they reach their full potential?
- A good communicator and team player?

We can offer:

- Supportive and friendly colleagues, parents, leaders and governors.
- Training to support your ongoing professional development.
- Happy and enthusiastic children.

In these current circumstances we are unable to offer visits to the school, however would encourage you to visit our website www.blagdonnursery.reading.sch.uk or Facebook page [@blagdonnurseryschool](https://www.facebook.com/blagdonnurseryschool)

Applications will be reviewed upon receipt and interviews individually arranged as current circumstances allow.

Application forms will be available on the website, alternatively email bursar@newbridgenursery.reading.sch.uk

Closing date: Midday, Wednesday 5 August 2020.

We are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. An enhanced disclosure through the Disclosure and Barring Service will be required.



'Visits' replace local area SEND inspections in autumn term

continued from the cover page...

The visits will not be formal inspections, and no formal reports will be published from them. However Ofsted/CQC will publish 'insights' from the visits, together with good practice and case studies, in national reports.

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MISCELLANEOUS

See advertisement below

SPECIAL EDUCATION

LEADERSHIP SCALE

See advertisement on the right of this page

OTHER POSTS

See advertisement under Miscellaneous below



Charity No. 1070083

Based in Maidenhead

One-to-One Club – Dyslexic Support

***Looking for

2 x Qualified SPLD/Dyslexia Tutor - Starting September 2020***

The DAWMSB (Dyslexia Association of Windsor, Maidenhead, Slough and Bracknell) arranges one-to-one tutoring for dyslexic children in the local area. These sessions are tailored by the tutor to the individual needs of each child. The sessions are offered at competitive rates of £28.00 per session for 45 minutes. The children attend Saturday sessions with fully qualified dyslexia tutors to build literacy skills and confidence.

The club was founded over 25 years ago and is based at Forest Bridge School in Maidenhead, where it continues to be run by a committee of volunteers. The club organises learning for around 50 children each Saturday.

(Hours Saturday – 9am to 1pm, Term-time only)

If interested we'd love to hear from you, please email your CV to:
1tooneclub@gmail.com

'Visits' replace local area SEND inspections in autumn term

continued from page 2...

Ms Spielman also said that Ofsted and the CQC intend to develop a new framework for the inspections, which will launch after the current cycle of inspections is eventually completed. The revised framework will seek to address weaknesses in the inspection process which have been identified during the current cycle. These include that there has been too much focus on the implementation of the government's 2014 SEND reforms, and not enough on the quality and impact of provision on children's lives. The new framework is intended to improve the current arrangements by: introducing a continuous cycle of inspections; focusing inspection more sharply on the experience of children and young people with SEND and their families; featuring more prominently in inspection the quality, integration and commissioning of education, health and care services for children and young people with SEND.

The full HMCI commentary can be read here:
<https://tinyurl.com/y9ewodme>

July 13 2020



Deputy Headteacher - Fitzwaryn School

CLOSING DATE: Apply by 9am Monday 21st September 2020
INTERVIEWS: Tuesday 6th October 2020
START DATE: Monday 4th January 2020
SALARY RANGE: Leadership range 10 - 15
LOCATION: Wantage, Oxfordshire
CONTRACT: Full time
CONTRACT TERM: Permanent

We are looking to appoint an inspirational Deputy Headteacher who will play a vital role within Fitzwaryn School. An opportunity has arisen for an aspiring leader to work within The Propeller Academy Trust which includes, Fitzwaryn School in Wantage and Kingfisher School in Abingdon. Based at Fitzwaryn School, working closely with the Headteacher and members of the Senior Leadership Team, you will have the opportunity to make a significant contribution to the development of outstanding SEN provision across the Trust for children and young adults aged 3 – 19 years old with complex learning needs.

We have high expectations for our pupils with a 'can do' attitude using a range of specialist approaches suited to individual needs. We work in close partnership with parents, multi-agency teams and have a team of committed and enthusiastic staff who all bring a range of expertise to ensure that our pupils get the very best education they deserve.

The successful candidate will:

- Have exceptional interpersonal skills
- Have the ability to lead, manage and inspire others
- Be an energetic, hardworking and motivated professional who is ambitious and shares our drive to achieve outstanding provision for children and young people
- Be committed to meeting the individual learning needs of our diverse group of pupils
- Be passionate about working in partnership with parents and other stakeholders
- Be highly skilled at identifying school improvement priorities and strategically planning for its development
- Be an outstanding classroom practitioner who can lead by example and support the further development of our already highly skilled teaching team
- Be self-motivated, dynamic and have the ability to both challenge and support colleagues
- Drive curriculum mapping and exciting educational experience and learning for all learners

We offer:

- A welcoming, inspiring and highly skilled Senior Leadership Team
- A dedicated, talented and hardworking staff
- A supportive, knowledgeable and committed local group of governors
- An outstanding body of parents and carers
- Access to a wide network of outstanding professionals across the Trust
- And most importantly; an incredibly warm, hospitable and fun loving group of children and young people who are inspirational and a delight to work with

Tours of the school with the Headteacher are available at 11am on: 11th July, 10th and 11th September. Should you wish to book an alternative time, please contact the school office to make an appointment.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.





GREEN SHEETS

non-teaching vacancies

WEEK BEGINNING **JULY 13 2020**

ADMINISTRATION

See advertisements on this page and pages 2 and 3

CARETAKING AND CLEANING

See advertisements on pages 4 and 5

EXTENDED HOURS CARE

See advertisement on page 6

MISCELLANEOUS

See advertisement on page 6 (The Colleton Primary School - Computing Support Assistant)

SUPPORT STAFF

See advertisements on pages 6, 7, 8 and 9



Please mention
GREEN SHEETS

when applying for vacancies



THE DOWNS SCHOOL

Business Manager

The Downs School, West Berkshire

Closing date: 4 September 2020

Proposed start date: 1 January 2021

Salary: Band L 46-51 (£42,683-£51,056,

Salary dependent on experience

Contract type: Full Time and Permanent

At The Downs School, the Business Manager role forms part of the Senior Leadership team and plays a crucial role in the management and strategy of the facilities, health and safety, resources (including significant line management responsibilities) and budgets to ensure the school is able to deliver its vision and goals.

To be successful for a position you will need to:

- Have a proven track record of Business Management, ideally within an educational setting
- Knowledge of Health and Safety
- Significant accounting experience, including preparation for accounting audit
- Be an outstanding leader with drive, energy and ambition
- Be able to develop quickly as a credible leader and have the ability to foster professional, influential relationships with a wide range of stakeholders
- Be able to demonstrate that you have worked collaboratively and are committed to work in partnership with the Senior Leadership Team and the wider Federation

We are firmly committed to achieving a first class environment and outcomes for our students. We are extremely proud of our achievements but are also committed to on-going improvement. Our expectations are high and this is reflected in our very successful academic record. The School was inspected in June 2013, it was judged 'Outstanding' in all areas and continues to be so. The Downs School is a stimulating and friendly environment, where well-being is at the heart of our ethos.

As well as the completed and signed application form, we would request that in support of your application you provide a covering letter indicating how you meet the requirements of Business Manager at The Downs School.

Please return your applications by to **Mrs N Kenyon, Personnel Manager** at the above address or e-mail at recruitment@thedownsschool.org

The Downs School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants will be subject to an Enhanced Disclosure Check through the DBS and provide evidence that they have a right to work in the UK.

WWW.THEDOWNSSCHOOL.ORG.UK

WE'LL BE BACK SEPT 7 2020 - PRINT & DIGITAL



WOKINGHAM BOROUGH COUNCIL
Aldryngton Primary School
 Silverdale Road, Earley, Reading RG6 7HR
 Tel: (0118) 926 5843
 Email: finance@aldryngton.wokingham.sch.uk

Permanent, term-time only

CLERK TO THE SCHOOL GOVERNING BODY

Required to work 120 hours per annum. This is a permanent position to work evenings, although there may be some meetings during the day.

Grade 5 Spinal point 12 – £13.04 per hour

Aldryngton School Governing body invites applications for the post of Clerk to the Governing Body. The Clerk will be accountable to the governing body, providing professional clerking services to the governing body and its committees. You will be required to demonstrate good verbal and written communication skills as well as good organisational skills

Key Requirements:

- Be able to take accurate minutes from your own notes to then produce well-presented minutes for distribution
- Collate and distribute agendas and associated paperwork in advance of meetings
- Be available to take minutes at all meetings throughout the year, 20 – 22 meetings year. Meetings will normally take place in the evenings using MTeams or on-site.
- Provide procedural and legal advice and guidance after full training.
- Attend relevant training events organised by the Local Authority.
- Experience is desirable but not essential, as training will be provided.
- Candidates should be competent in the use of MSWord, email and internet and have access to a computer.
- Candidates must be able to work with due regard to confidentiality.

Applications will be reviewed on receipt and interviews arranged accordingly. Therefore, early applications are recommended.

Closing date for applications: Thursday 16th July 2020 at 12 noon
Interviews: 24th July 2020

Applicants will be required to demonstrate their commitment to promoting and safeguarding the welfare of children and young people in line with Aldryngton's policies and procedures. A satisfactory Enhanced DBS disclosure is required for this role. The school will request references before interview.



Please mention
GREEN SHEETS

when applying for vacancies



The Federation of Wilson Primary School and
 Oxford Road Community School

Executive Headteacher: Claire Hurst

Admin Assistant/School Receptionist

RG3 £9.74 - £10.97 per hour depending on experience

33.75 hours per week, 8.30am – 3.45pm

Term time only plus five inset days

Permanent position

The Federation of Wilson Primary and Oxford Road Community School are seeking to appoint a flexible, hardworking and welcoming Admin Assistant to work in our main school reception area. Initially a maternity cover at Wilson Primary for about one year then it is envisaged the position will be at Oxford Road from September 2021.

Your duties include:

- Being a friendly face to parents, staff, visitors and pupils.
- Phone/reception duties including communicating with parents and staff by text, email etc.
- Providing efficient administrative support across many aspects of the school.
- Liaise with staff for the booking and coordination of a wide range of activities.
- Maintaining accurate staff and pupil records.
- Utilising various admin databases and web-based systems.

You will need:

- Excellent communication skills and be able to work as part of a team.
- Good knowledge of Microsoft Office, and confident in the use of other operating systems.
- Be well organised, approachable and enjoy varied tasks.
- Recent experience, skills or knowledge of reception or admin in a school setting would be an advantage.

Further information regarding this position can be found on the school website www.wilsonprimary.co.uk/vacancies.html

Due to the current situation visits to the school are not possible however please direct any enquiries to bursar@wilson.reading.sch.uk and we will come back to you.

Completed forms must be received by the closing date. Please do not send a CV. For the purposes of Equal Opportunities, we can only accept Reading Borough Council application forms.

Closing date: Noon, Friday 11 September 2020.
Interviews: w/c 14 September 2020.

The school is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment. These positions requires an enhanced DBS check. These posts are exempt from section 4(2) of the rehabilitation of Offenders Act 1974.

Pioneer Educational Trust is looking for inspiring, optimistic and **pioneering** people to join our committed Educational Support & Administrative Teams. Currently, the Trust Schools are Upton Court Grammar School in Slough, Trevelyan Middle School in Windsor and Foxborough Primary School in Langley.



Our ethos is to 'recruit for attitude, train for skill'! Pioneer Educational Trust seeks to invest intelligently, inspire collaboration, drive equality and pioneer so that all learners in our family of schools have equal access to an outstanding education. Our mission is grounded on four core values which our schools embrace:

- we pioneer: by preparing the way for others to follow, we transcend barriers through aspiration, merit and risk. Pioneer engenders determination, commitment and responsibility to better society through education and learning, never accepting mediocrity
- we inspire collaboration: we believe in working in partnership. In a culture of high trust and intelligent risk-taking, collaboration exists at all levels and between all stakeholders
- we invest intelligently: by providing high-quality professional development for all staff and a positive and enriching work environment. We provide high support and challenge that enables all colleagues to flourish
- we drive equality: providing equal access to an outstanding education is central to the aims of the Trust. The Trust champions the vulnerable and disadvantaged, breaking down barriers to learning.

In return, we can offer you:

- well-resourced facilities and the necessary IT equipment
- fantastic communities of staff and students
- benefits which include an employee assistance programme, access to a free, annual seasonal flu vaccination, an extensive range of retail discounts, training and development opportunities
- Additional time to facilitate professional development and collaborative working

Receptionist & Admissions Coordinator

Pay & Conditions: Actual starting salary: £17379.00, term time (38 weeks) plus 2 days (Annual full-time equivalent salary would be £20321.00 per annum) **Hours:** 37.5 Hours per week: Monday to Friday: 8am – 4pm; 30 minutes for lunch, to be taken outside of the students' lunchtime (unpaid) **Required:** September 2020 **Location:** Trevelyan Middle School

The most recent OFSTED inspection (2019) graded the school as 'Good' with 'Outstanding' behaviour & attitudes and personal development.

The ideal candidate will have experience of working within a school environment, however this is not essential. The position would suit someone who has the ability to work well under pressure whilst prioritising and working productively and efficiently. We are looking for a proactive, confident and reliable candidate with excellent communication skills and a strong work ethic and a willingness to be adaptable and undertake a broad variety of tasks when required.

The successful candidate will:

- Be responsible for the smooth and efficient running of the school's reception area;
- Manage the admissions process from initial enquiry and registration to admission including collation and distribution of relevant records and paperwork;
- Provide efficient and accurate clerical/admin support to the school's administrative function;
- Be efficient in operation of the school's switchboard;
- Undertake general office, reception and administrative duties as required.

CVs on their own will not be accepted. For further details and an application form, please visit: www.trevelyan.org.uk/34/vacancies Applications should be sent to Mrs B Lynn, Recruitment Manager: recruitment@pioneereducationaltrust.org.uk

Closing date for applications: midday on Wednesday 15th July 2020

Pioneer Educational Trust reserves the right to interview for all positions as suitable applications are received.

Pioneer Educational Trust is committed to safeguarding and promoting the welfare of children. This post is subject to satisfactory references, Disclosure & Barring Service (DBS) check (previously CRB check), and evidence of essential qualifications and proof of legal working in accordance with the Asylum and Immigration Act 1996.

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Priory School

Orchard Avenue, Slough, Berkshire SL1 6HE | Headteacher: Mrs J Laver
Tel: 01628 600300 | Email: office@prioryschool.com
AWARDED 'GOOD' IN OFSTED INSPECTION – MARCH 2019
AWARDED 'GOLD' IN INVESTORS IN PEOPLE – APRIL 2019

Priory School Requires a FACILITIES AND COMPLIANCE MANAGER

Priory School is a "Good" Ofsted rated, diverse & multi-cultural Primary Foundation School located on the outskirts of Slough. There are approximately 785 children ranging from Nursery to Year 6. The school also has a Resource Unit with 71 children for pupils with complex needs.

We are looking to appoint a Facilities and Compliance Manager to be responsible for the upkeep and smooth running of the premises including security, maintenance and cleanliness and to support the Business Manager in ensuring the School is compliant in respect of Health and Safety legislation and the school's Risk Management Strategy.

The successful candidate will have excellent attention to detail, strong organisational and time management skills as well as the ability to work effectively in an established team.

Salary SCP 30-35, Level 7, £33,804-£38,775 FTE for 37 hours per week, 52 weeks per year

Application information:

Closing date: 12.00, Monday 20th July 2020

Interviews: The date and time of interviews will be communicated to those candidates who are shortlisted.

To apply, please go to our website www.prioryschool.com to download an application pack or email nicky.whitaker@prioryschool.com

Previous applicants need not apply.

The school is committed to safeguarding and promoting the welfare of the children and young people and expects all staff to share this commitment. An Enhanced Disclosure and Barring Service (DBS) check will be sought for the successful candidate.

Upton House School, Windsor

Independent Co-Educational EYFS, Pre-Preparatory and Preparatory School



Site Assistant

To start as soon as possible

Part-time - 25 hours per week

We are seeking to recruit a hardworking and very practical Site Assistant to carry out the day-to-day duties of running the site, including first line repairs, maintenance and gardening to keep our school in tip-top condition. This is a part-time role, 5 hours per day in the afternoons.

This is a busy, varied and physically active role. You will need to be flexible, take pride in your work and be able to work collaboratively with all members of the school team but also be able to work on your own initiative. Basic computer skills and an understanding of health and safety are required.

The successful candidate will ideally have previous experience of working in a similar position and must hold a valid driving licence.

Some out of hours and weekend work will be required.

Upton House is a wonderful place to work and you will be joining a strong community focussed on delivering the very best outcomes for our pupils.

Salary £16,000-£18,000 (depending on experience)

Closing date: Wednesday 15th July 2020 12noon

Apply via website:

www.uptonhouse.org.uk/discover-upton-house/vacancies

Upton House is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants for this post must be willing to undergo child protection screening, including reference checks with previous employers and an enhanced criminal record check with the Disclosure and Barring Service.

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Cleaner (with light Caretaker duties)

Bucks Pay Range 1 – Point 08 (Actual: £14,698 pa)
35 hours per week • Term time only, plus inset days & two weeks • Fixed term for one year initially
Required for September 2020

The Senior Leadership Team and Governors of this successful, ambitious and creative primary school are looking to appoint an honest, hard working enthusiastic and dedicated cleaner to join our team.

The Role:

We are looking for a self motivated individual committed to providing a high quality of work to ensure the safety of our whole school community by keeping our premises clean and tidy throughout the school day, while also carrying out light maintenance/health & safety duties.

Key Responsibilities:

- Keeping the school clean throughout the school day.
- Light Maintenance tasks.
- Periodic Health & Safety checks.
- Security check and opening and closing of the school, when required.

Our unique school offers you:

- Children who are keen to learn and are highly aspirational.
- Supportive and active parents.
- Opportunities for professional development and career progression.
- A rare opportunity to join a team of highly committed, talented and innovative staff.
- Opportunities for flexible working for the right candidate.

Please visit the school website on www.dorneyschool.co.uk for further information and an application form. Visits to the school are warmly welcomed and positively encouraged, please contact the school office on **01628 620871**. Application forms should be emailed to office@dorneyschool.co.uk

Closing date: 12 Noon, Friday 17 July 2020

Interviews: Upon application

Dorney School is a member of the Beeches Learning and Development Trust, and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share the commitment. All posts are subject to an enhanced Disclosure and Barring Service check and other relevant employment checks.

www.dorneyschool.co.uk



READING BLUE COAT

An Independent Day School for Boys with a Co-Educational Sixth Form

CLEANER

£18,491 pa • Full time

We require a full time Cleaner to join our busy Housekeeping team. Normal working days are Monday to Friday throughout the year working from 09:30 to 18:00 (40 hours per week), with flexibility to adjust normal working hours to support the operational needs of the School during term time and occasional weekend, day and evening shifts to cover key school events. Additional hours to support other busy periods are also available.

CLEANERS

£9,245 pa • Part time

In addition to the full time role we also require part time Cleaners. Normal working days are Monday to Friday throughout the year working from 4pm to 8pm (20 hours per week), with flexibility for occasional weekend, day and evening shifts to cover key school events. Additional hours to support other busy periods are also available.

Responsibilities for all positions will include efficient and prompt cleaning of offices, classrooms, meeting rooms, dining areas, changing rooms and other areas of the School.

Applicants must be able to meet the physical requirements of the role, energetic, conscientious, work to high standards, an effective team member, as well as confident in working without constant supervision. Some experience of operating cleaning equipment and materials will be an advantage, but not essential as training will be provided.

We offer a very pleasant working environment in superb surroundings; five weeks paid holiday plus public holidays; an excellent contributory pension scheme with 8% company contribution; and many other benefits.

Interviews will be held at any time and so candidates are advised to not delay and submit your application as soon as possible.

Applications must be submitted (preferably by email) with a letter of application and including your CV or School application form to recruitment@rbcs.org.uk Application forms can also be obtained from the School Reception or by telephoning the HR department.

Further details can be downloaded from our website: www.rbcs.org.uk/vacancies or contact the Human Resources Department on 0118 933 5813.

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo checks with past employers and the Disclosure and Barring Service enhanced check.



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Whiteknights Primary School

Whiteknights Primary School is a good school on a journey to becoming one of the best primary schools in the country and is looking for enthusiastic, motivated and committed individuals to support us in this quest. We have high expectations of our pupils and are looking for friendly, hard-working individuals to help them achieve their full potential. Would you like to join our team?

EXTENDED SCHOOLS CLUB ASSISTANT

After-school club – 15.15-18.00 (Actual Salary £5,568)

Breakfast club – 07.30-09.00 (Actual Salary £3,037)

Hourly rate - £9.36

Term time only | Start date: 1st September 2020

We are looking to recruit extended schools club assistants; we have a permanent vacancy in both our breakfast and after school clubs, and two temporary vacancies for the Autumn term only in our after school club.

LUNCHTIME CONTROLLER

Whiteknights Primary School

7.5 hours a week; £9.74 per hour

Term time only | Start date: 1st September 2020

We are looking to recruit lunchtime controllers; we have one permanent vacancy, and one temporary vacancy for the Autumn term only.

For both these positions, you will have excellent communication skills with children, and the ability to work under your own initiative as part of an established team. An Early Years qualification at level 2 would be an advantage. Appropriate training will be available. Previous applicants need not apply.

When applying please state whether you are interested in the permanent vacancies or the temporary vacancies.

For an application form and further information please contact the School Business Manager at finance@whiteknights.wokingham.sch.uk

All applications must be submitted on the school application form. Interviews will be arranged following completion and receipt of this application form.

The closing date for the receipt of all applications is noon on 31st July 2020.

The Colleton Primary School

Colleton Drive, Twyford, Reading RG10 0AX

Telephone 0118 934 0530

Email: admin@colleton.wokingham.sch.uk

Website: www.colleton.wokingham.sch.uk



COMPUTING SUPPORT ASSISTANT

Dates: To start September 2020

Salary: Grade 4 scp 7-11, Approx £10,956

pay rise pending

Location: The Colleton Primary School

Contract Type: Part time, term time only plus 3 inset days, 25 hours, Two days 8am to 3.30pm, two days 8am to 11am, 1 day 8am to 1pm.

Contract Term: Permanent

COME AND JOIN OUR TEAM AT THE COLLETON

The Colleton Primary School is a team teaching, open plan school in Twyford. We are looking for a Computing Support Assistant to join our Team.

General purpose of the post is to help raise attainment in Computing across the school, by ensuring IT equipment and systems are well maintained and by ensuring that staff, pupils and parents are supported in using computing to support learning.

Visits to the school, prior to application, are actively encouraged. A job description and application forms are available from the school website.

Closing date: Friday 17th July 3pm

Interview date: To be arranged with applicant

Should you require further details please contact Sandra Thomas at the address above.

School Application forms only – CVs are not accepted for any position within the school.

Our school is part of the Future Thinking Partnership (FTP) which is an established collaboration of 11 Wokingham Schools, focused on improving teaching and learning through the provision of on-going high quality professional development.

The Colleton Primary School is committed to safeguarding and promoting the welfare of all children and expects all staff to share this commitment. An enhanced CRB disclosure will be requested for the successful candidate in accordance with Safeguarding Children and Safer Recruitment in Education legislation.

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Whiteknights Primary School

HIGHER LEVEL TEACHING ASSISTANT

30 hours a week, £14,670 actual salary | Term time only
Start date 1st September 2020

Whiteknights Primary School is a good school on a journey to becoming one of the best primary schools in the country and is looking for enthusiastic, motivated and committed individuals to support us in this quest. We have high expectations of our pupils and are looking for friendly, hard-working individuals to help them achieve their full potential. Would you like to join our team?

We are looking to recruit two highly skilled High Level Teaching Assistants to provide general classroom assistance, provide PPA cover and cover a class in the absence of the teacher.

The ideal candidates will have:

- Higher Level Teaching Assistant standards or equivalent qualification or experience,
- NVQ Level 2 or equivalent in English and Maths,
- At least two years' experience of working with children,
- Knowledge of the requirements of the National Curriculum,
- Training in relevant learning strategies, for example Read Write Inc, Inspire Maths,
- Specific SEN Training e.g. ASD, Dyslexia (desirable not essential)

For an application form and more information please contact the School Business Manager at finance@whiteknights.wokingham.sch.uk

All applications must be submitted on the school application form. Interviews will be arranged following completion and receipt of this application form.

The closing date for the receipt of applications is noon on 31st July 2020.



MAGDALEN COLLEGE SCHOOL

INDEPENDENT DAY SCHOOL FOR BOYS 7 - 18 AND SIXTH FORM GIRLS

KS2 TEACHING ASSISTANT

Magdalen College School, founded in 1480, is one of the country's leading independent day schools.

We are seeking to appoint a KS2 Teaching Assistant to provide curricular and pastoral support in our thriving and friendly Junior School. This is an exciting and varied role and is an ideal opportunity for anyone wishing to explore a career in working with children. The appointment will start on 1st September 2020.

Further details of the position and a Support Staff application form can be found on the Job Vacancy link of the website: www.mcsoxford.org

The school's Support Staff application form, full CV, and a covering letter of application, should be e-mailed to Mrs Sarah Hunter, Recruitment Officer, applications@mcsoxford.org by Midday Thursday 30th July. Interviews will be held on Monday 3rd August (remotely, via 'Zoom').

Magdalen College School is committed to safeguarding and promoting the welfare of children, and the successful candidate will be required to undergo statutory checks before the commencement of his/her employment.

Magdalen College School OX4 1DZ • Tel 01865 242191 • www.mcsoxford.org

Holyport C of E Primary School

Stroud Farm Road, Holyport
Berkshire SL6 2LP
Tel: (01628) 627743 | E-mail: office@holypportprimaryschool.co.uk



Required from September 2020

TEACHING ASSISTANT

Full Time, Term Time Only | Permanent Post

Are you looking for a fresh challenge or a next step in your career?

"Leaders make this a very special place to learn and work. Everyone is valued and respected and works as part of a team."

Ofsted 2019

The successful applicant will be joining a school with a happy, highly-motivated and dedicated staff team, and pupils who are confident, respectful and motivated to learn. Parents and Governors are very supportive of the school. Our school is continuing its exciting journey of improvement and is proud to be part of the Oxford Diocese Schools Trust (Multi Academy Trust). You can be assured of a commitment to your wellbeing, CPD and career aspirations.

We are currently looking for an inspirational, friendly and driven individual, who can help motivate the children they work with, to achieve their personal goals. Our successful applicant will be enthusiastic, innovative and have the necessary knowledge and skills for delivering high quality learning support.

We are looking for someone who:

- Has experience of working with children within a school setting, preferably with experience in Upper Key Stage 2 classes.
- Is passionate about children's learning and every child achieving their full potential
- Has lots of energy, enthusiasm and patience
- Is flexible and works well within a team
- Has a sense of humour and a caring attitude
- Has empathy of the school's Christian ethos
- Holds a Teaching Assistant NVQ Level 2 or 3 or equivalent

For full details and an application form, please email our School Business Manager on sbm@holypportprimaryschool.co.uk

Applications will be considered on receipt

Holyport C of E 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. This post is subject to an enhanced DBS check.



Please mention
GREEN SHEETS

when applying for vacancies



English Martyrs Catholic Primary School
Dee Road, Tilehurst, Reading RG30 4BE
Web: www.englishmartyrs.reading.sch.uk

English Martyrs promotes high achievement and strives to develop each child's full potential.

Teaching Assistant to a Named Child

RG2: £18,426 pa, pro rata • (actual £12,349 pa)
One year fixed term contract • 30 hours per week
8.30am to 3.30pm, Monday to Friday
Term time only • Required to start September 2020

We currently have a vacancy for a one-to-one Teaching Assistant, to join our committed and highly professional team. This position will involve supporting a selection of pupils with significant needs and you will need to demonstrate a caring attitude, flexibility and be able to respond to the needs of the pupil. Good literacy and numeracy skills are essential.

For further information and an application pack, please see our website: www.englishmartyrs.reading.sch.uk or email businessmanager@englishmartyrs.reading.sch.uk

Closing date: Monday 3 August 2020

Interview date: w/c 24 August, 2020

The school is committed to safeguarding and promoting the welfare and safety of children and young people, and expects all staff to share this commitment. This post is subject to a satisfactory DBS disclosure.



CROSFIELDS
SCHOOL
www.crosfields.com

TEACHING ASSISTANT - JUNIOR SCHOOL

The role of the Teaching assistant is one which is fully supportive of, and complementary, to the Junior School Teaching Team.

The Teaching Assistant is expected to perform the following duties:

- Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact.
- ensure that a caring and stimulating environment is provided for pupils, that takes into account individual developmental needs and enables them to reach their full potential;
- help plan and prepare exciting learning opportunities;
- prepare work and activities in advance of the lesson (within employed hours) e.g. produce worksheets for agreed activities, operate AVA equipment (laminator/ photocopier), change displays, make books, labels, sharpen pencils and undertake practical tasks to maintain a good standard of department appearance on a daily basis;
- observe and assess children's development to provide objective and accurate feedback and reports as required to the teacher on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence;
- maintain the positive ethos and core values of the school, both inside and outside the classroom ensuring equality of opportunity for all;
- Support the whole school community and maintain strict confidentiality.
- promote the inclusion and acceptance of all pupils within the classroom;
- Support the needs of all pupils during lessons, through differentiation of tasks, explanations and scaffolding.
- Carry out duties as required (including after school), making sure that children are monitored and assisted during this time.
- Record any meetings with parents and hand to the Head
- Complete any behaviour logs and make class teacher aware of any issues witnessed
- be responsible for keeping and updating records as agreed with the teacher;
- liaise sensitively and effectively with parents/carers
- maintain good order and discipline amongst all pupils in the school, in accordance with the school's behaviour policy;
- promote independence and employ strategies to recognise and reward achievement and self-reliance;
- undertake specific childcare tasks- such as intimate care when required
- work alongside teachers and other staff to ensure the philosophy behind the school is fulfilled;
- act as an ambassador for Crosfields school and maintain a positive image of its aims and objectives;
- participate in the appraisal system for their own performance;
- attend and participate in staff meetings, courses, open mornings, parent consultations and professional development days;
- supervise pupils on visits, trips and out of school activities as required including residentials
- administer First Aid as appropriate;
- carry out any other duties required by the Head.

Email an application form, available from www.crosfields.com/explore/community/working-at-crosfields to hr@crosfields.com

Closing date: 21st July 2020

Crosfields School is committed to safeguarding and promoting the welfare of young people, and applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service.



Follow us on Twitter
@schoolvacancies

EMMBROOK INFANT SCHOOL



Emmbrook Road, Wokingham, Berkshire RG41 1JR
Telephone: 0118 9784259 Fax: 0118 9795004
www.emmbrookinfantschool.co.uk
Head Teacher: Mrs C Gillard

LEARNING SUPPORT ASSISTANT with BSL Level 3

Hearing Impaired Resource at Emmbrook Infant & Junior Schools

Term time only – 26.25 hrs per week (+ 2.5hrs at Lunchtimes)

Required from September 2020

WBC Grade 4 - £19,554 - £21,166 Pro rata

We are looking to appoint an experienced learning support assistant with BSL level 3 (minimum) to support our hearing impaired children. The hearing impaired resource is a provision delivered across Emmbrook Infant and Junior schools. You will be joining a committed and enthusiastic team who have considerable experience of working with hearing impaired pupils. Your role will be to continue the support and learning of the hearing impaired children alongside and in consultation with other school staff. We are a total communication setting and communicate with children in their preferred method of communication. Signing skills are essential for this role.

The ideal candidate:

- will have a flexible approach to meeting the individual needs of each child
- will have a genuine enthusiasm and commitment for working with hearing impaired children of all abilities
- will support the excellent provision currently delivered across both schools
- is highly motivated and would like to be part of our small, hardworking school family
- has excellent written and verbal communication and organisational skills
- has BSL level 3 (Minimum requirement)
- is committed to team work and maintaining high standards
- has high expectations for pupils' achievement, progress and behaviour

In return we offer:

- welcoming and supportive schools
- supportive and friendly teams of staff and governors
- a strong ethos based on shared values and high expectations

If you have a passion for supporting children's learning, have an enthusiastic, caring yet firm attitude and the ability to be flexible and work as part of a supportive team, we would love to hear from you.

For an application form and job description, please visit:
<https://emmbrookinfantschool.co.uk/vacancies/>

Please email completed application forms to
admin@emmbrook-inf.wokingham.sch.uk

Applications will be considered on receipt and interviews can be arranged at short notice.

Visits are warmly welcomed and encouraged. Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments are subject to an Enhanced Disclosure & Barring Service clearance being received.

THE PIGGOTT SCHOOL: CHARVIL PRIMARY

Park Lane, Charvil, Reading RG10 9TR
Telephone: 0118 932 0033
charvil@piggottschool.org
Headteacher: Mr D J Gray MA, NPQH



Lunchtime Supervisors

Grade 1, Point 1 • £9 per hour
8.75 hours per week, term time only
Monday – Friday, 11.45am – 1.30pm
Required from September 2020

To meet the growing requirements of our successful and thriving school, we are looking for lunchtime supervisors to join our happy team, assisting in the supervision of children with particular reference to their safety, conduct and general welfare.

Reporting to the Deputy Head Teacher, your duties will include preparing and clearing up in the area in which the meals are taken; supervising children on the playground; and implementing our behaviour leadership policy to ensure the children's safety and wellbeing over the lunch period. The successful applicants will need to be supportive of our Christian ethos, and be able to work flexibly as part of a team.

Previous experience of working in a school environment would be an advantage but is not essential.

We can offer you a friendly and supportive work environment, with happy staff and enthusiastic children. As part of The Piggott School, staff can take advantage of discounted Bupa health insurance.

Visits to the school are warmly welcomed. For an application pack please visit our website, contact the school office on the number, or email. For further information please see the job description and person specification on our website.

To apply please complete a support staff application form which can be found on the website at www.piggottschool.org and email to charvil@piggottschool.org

Closing date: 10am, Monday 14 September 2020

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to an Enhanced Disclosure Clearance.

The school reserves the right to close this advert early in the event that sufficient applications have been received.

www.piggottschool.org



Please mention
GREEN SHEETS

when applying for vacancies