Catchgate Primary School Head Teacher: Mrs Joanne E Shaw

Blackett Street Tel: 01207 234252

Catchgate Fax: 01207 237918

Stanley

Co. Durham Email:catchgate@durhamlearning.net DH9 8LX Visit: www**.**catchgate.durham.sch.uk

 “Learning, Understanding & Achieving Together”

16th April 2021

Dear Applicant,

Teaching Assistant Level 3 (Enhanced) SEND

September 2021 – August 2022

Thank you for your enquiry and request for details for the temporary TA position at Catchgate Primary School.

Please find enclosed in this application pack:

* Job Description
* Essential Criteria
* Application form and guidance notes

Please return the completed application form to school **electronically** to the above email address**, or to n.bambridge200@catchgate.durham.sch.uk** to arrive no later than **4.00pm on Monday 10th May 2021.**

Interviews will take place on the morning of Wednesday 19th May 2021.

Shortlisted candidates will be contacted by telephone initially and invited to the next stage of the selection process by **email**. Please note that the vast majority of communication regarding this post will be **via email. Therefore, applicants should check their email accounts regularly.**

If you do not hear from the school by Friday 14th May 2021 then you should presume that your application has been unsuccessful on this occasion.

Thank you for your interest. If you require any further information about this post then please do not hesitate to contact me.

Yours sincerely

Mrs Nicola L Bambridge

School Business Manager

