

SCHOOLS ADVERT REQUEST	
JOB TITLE:	Wrap Around Care Assistant
SCHOOL/LOCATION:	Cleadon Church of England Academy
WHERE / WHEN DO YOU WANT THIS POST TO BE ADVERTISED? CLOSING DATE? (usually 2 weeks, but please take into account school holidays)	ASAP – STMBC Jobs vacancies Closing date for application: Thursday 14th July 2022
SALARY/BAND/TEACHER SALARY SCALE:	Band 3 Point 3
PERMANENT OR FIXED TERM? (If fixed term, for how long? and why?)	Permanent
NUMBER OF HOURS PER WEEK:	25hrs
IS THE POST TERM TIME ONLY?	No
DATE REQUIRED FROM:	1/9/22
IS THIS A NEW OR EXISTING POST? (If existing post, give name of current postholder and date of leaving)	New
WHO WILL BE SHORTLISTING AND INTERVIEWING? (Please note – for safeguarding posts – at least one person shortlisting/ interviewing must have been on the Safeguarding Training)	Headteacher, Governor, SMT
DRAFT ADVERT, JOB DESCRIPTION AND PERSON SPECIFICATION ATTACHED?	
SCHOOL OR RECRUITMENT TEAM TO DEAL WITH APPLICATION REQUESTS/RETURNS?	School
CONTACT NAME: TELEPHONE NUMBER: E MAIL ADDRESS:	Mr G Scott (0191) 5367813 gscott@cleadonacademy.co.uk

