...where an abundance of opportunities await

Ponteland Community Primary School

Callerton Lane, Ponteland, Northumberland, NE20 9EY

T: (01661) 824853
E: admin@ponteland.academy
W: www.ponteland.academy

Headteacher Mr CA Corrin-Johnson BA PGCE SLE NPQSL NPQH

Dear Applicant,

Thank you for your interest in the Teaching Assistant position at Ponteland Community Primary School.

We are seeking a caring, enthusiastic and adaptable colleague to join our team as soon as possible, on a fixed-term contract for one year in the first instance. The position is for 32.5 hours per week, term time only, with working hours of 8:15am to 3:30pm. The salary is Band 3, £26,427 per annum, pro rata for part-time hours and term-time-only working.

As Headteacher, I am proud of our welcoming school community and the commitment our staff show to helping every child belong, learn and shine. We are looking for someone who shares this commitment and can build positive relationships with children, colleagues and families.

In this role, you will work closely with teachers to support children's learning, confidence and independence. This may include supporting individual pupils, working with small groups and helping children participate fully in classroom activities and wider school life. You will need to respond sensitively to different needs and adapt your support to help each child succeed.

We welcome applications from candidates with a relevant Teaching Assistant qualification and experience of working with children in a school or childcare setting. Above all, we value patience, care, initiative and a willingness to learn and work collaboratively.

In return, we offer a supportive team, ongoing professional development and an enriching school environment, including our extensive grounds and forest school.

Visits to the school are warmly encouraged. This is an opportunity to meet our team, see our school in action and discuss the role before applying. Please contact the school office to arrange a convenient time; we would be delighted to welcome you.

Closing date: Friday 11th December 2026 at 12 noon.

Interviews: Week commencing Monday 14th December 2026.

Applications must be made using the school's application form; we cannot accept CVs. Appointment will be subject to an enhanced DBS check and two satisfactory references.

Thank you for considering joining our team. I look forward to receiving your application.

Yours sincerely,

Mr Carl Corrin-Johnson

Headteacher and CEO
Ponteland Community Primary School
Ponteland Academy Trust