Teaching assistant and Lunch Time Supervisory Assistant – Required from January 2027

Teaching Assistant, Band 4 – 15 hours per week
£27,274 - £29,071 FTE
£9,266 - £9,877 pro rata

Lunch Time Supervisory Assistant, Band 2 – 5 hours per week
£25,614 - £26,016 FTE
£2,900 - £2,946 pro rata

Fixed term contract to assist with a temporary increase in workload. (Jan 2027 – July 2027)
Part Time -Term Time only
20 hours per week (please see details)

Seghill First School is a small school set in the heart of the community that it serves. Our children have very positive attitudes and a distinct pride in our school. Our staff and governors are dedicated, hard-working and absolutely committed to providing the best possible education for our children and achieving our school motto of safe, supported and successful. Further information about our school can be found on our website.

Our governors are looking to appoint an enthusiastic and highly motivated Teaching Assistant to join their very successful team. The teaching assistant post is based in the Early Years Foundation Stage (EYFS) and the lunch time supervisor role will work across all stages, from EYFS to year 4.

The successful candidate will join our very successful team from January 2027 to support, inspire and contribute to the teaching and learning of our early year's children. This is a fixed term role to cover to assist with a temporary increase in workload.

Governors seek an individual who:

- has the highest expectations of pupil performance and attitude to learning,
- has recent experience of working with children,
- is able to work well within a team, demonstrating a positive attitude, enthusiasm and a sense of humour
- will actively promote inclusive practice within the classroom and beyond,
- has excellent organisational and interpersonal skills
- demonstrates a commitment to enhancing the school in the wider community
- has a DfE approved level 3 qualification
- has excellent classroom management skills
- has knowledge of Read, Write, Inc.(desirable)

You will work under the guidance of teaching and senior staff to support access to learning for pupils and provide general support to the class in the management of pupils.

We will provide you with access to training and support with induction to the school.

Due to the operational needs of the school, the working pattern will be Monday to Friday 08:45am to 1.00pm (8:45 – 11:45am and 12:00 – 1:00pm)

We are strongly committed to safeguarding and promoting the welfare of all children and young people and expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. If you are invited for interview, you will be required to disclose convictions that would not be filtered, prior to the date of the interview. Certain spent convictions and cautions will be 'protected' and do not need to be disclosed. Full details on protected convictions and information about which convictions must be declared during job applications can be found on the Ministry of Justice website. You will be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure and Barring Service before your appointment is confirmed. This role will include Regulated Activities and an enhanced Disclosure and Barring Service (DBS) disclosure is required for this post.

Our Child Protection Policy and Employment of Ex-Offenders Policy can be found on the school website

An online search will be carried out on shortlisted candidates, prior to interview.

Informal discussions or visits to the school prior to interview are encouraged. Please contact Miss Best, our Office Manager, to arrange a visit, on 0191 237 0419.

Application forms can be downloaded from this website and are also available from the school by telephoning the school office. A curriculum vitae will not be accepted.

Completed applications should be returned directly to the school by email to schooladmin@seghillschool.co.uk

Closing Date: noon on Monday 7th December 2026

Interviews will take place as soon as possible after the closing date.

Headteacher: Tracey Chappell
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