



LETTER TO APPLICANTS

Dear Prospective Candidate,

Thank you for your interest in the position of Nursery Assistant (30 hours or 15 hours contracts) at Bothal Primary School and Central Primary School. Both schools

Central and Bothal Primary Schools are two of the largest primary schools in Northumberland catering for the educational needs of pupils from 2-11 years old. Together they form the *Ashington Learning Partnership*. The *Ashington Learning Partnership* caters for over 1,500 pupils. The two schools are led by an Executive Principal and experienced Senior Leadership Team. Each school operates a lower and upper site provision and all four sites are based within the semi-rural town of Ashington, Northumberland.

We are very proud of our schools and work hard to ensure that they are vibrant and exciting places for young learners to be. We are fortunate to benefit from specialist facilities as well as modern buildings and grounds which allow us to provide a safe and stimulating learning environment for our whole community.

Both schools are at the heart of a very close community and work in collaboration with local businesses, parent groups and external agencies to extend learning beyond the classroom and into the lives and homes of the community that we serve.

We are committed to providing the highest standards of inclusive education through quality teaching, appropriate focussed support and high expectations. Teaching Assistants plays a key role in enabling us to support and extend the learning of all pupils through working in partnership with our dedicated and talented teaching staff.

The position of Nursery Assistant means you will be working in a small, close-knit team supporting 3 and 4 year old pupils to access learning. Main duties include monitoring, observing and recording pupils' progress and development and participating in a range of activities. This is a role for an enthusiastic, cheerful, caring person who is a team-player.

The ALP is currently undergoing a job evaluation process so pay, terms and conditions are therefore subject to change.

Application Process

An Application Form is included in the pack along with completion guidance. A Job Description and Person Specification, a Child Protection Policy and Equality Policy are also included. If you would like any further policies or information, please contact jayne.hawkins@alptrust.co.uk. Application forms and letters should be returned by post or email to Bothal Primary School, High Market, Ashington, Northumberland, NE63 8NT or jayne.hawkins@alptrust.co.uk by 9am on Monday 16th December. Further details of the interview

process will be sent to shortlisted candidates by email. Interviews will be held on Wednesday 18th December 2019.

Visits to the partnership are warmly welcomed and these can be arranged by contacting Louise Hall on 01670 812324.