**Lunchtime Supervisory Assistant Vacancy**

**St. Joseph’s Catholic Primary School, Blackhall.**

**CEO: Mr T.B. Tapping**

The Diocese of Hexham and Newcastle has a growth plan for Bishop Chadwick Catholic Education Trust to serve South Tyneside, Sunderland and East Durham, with a total of 34 schools in the Trust by July 2022.

Bishop Chadwick Catholic Education Trust was established in February 2016, currently there are twenty one schools within the Trust with a schedule of additional schools joining each term. The details of each of the schools currently within the Trust can be found on our website www.bccet.org.uk

Bishop Chadwick Catholic Education Trust is seeking to appoint an enthusiastic committed and highly motivated Lunchtime Supervisory Assistant to join the hardworking staff at St. Joseph’s Catholic Primary School, Blackhall. We are looking for someone who can develop good relationships within our friendly and caring school.

Bishop Chadwick Catholic Education Trust safeguards and protects its students and staff by being committed to respond in accordance with South Tyneside Child Protection Procedures. Enhanced DBS checks are mandatory for all school staff.

**Salary:** Grade 1 SCP 3, £18,562 per annum pro rata for weeks/hours worked

**Start Date: ASAP**

**Contract:** 6.25 hours per week, 11.45am – 13:00pm (term time plus 5 days)

Completed application forms should be submitted by email to stjosephsblackhall@durhamlearning.net by **Tuesday 2nd November at 12:00pm.** Emailed applications are required and a CV will not be accepted. For enquiries regarding this role, please contact Mrs Johnston, Administration Manager – stjosephsblackhall@durhamlearning.net

Interview date to be confirmed.

Electronic signatures will be accepted but candidates will be required to add a written signature to their application when circumstances allow.

*The position we are filling is exempt from the provisions of the Rehabilitation of Offenders Act and a satisfactory Enhanced DBS from the Disclosure and Barring Service is required as part of pre-employment checks.*

*Bishop Chadwick Catholic Education Trust is an equal opportunities employer, welcoming applications from all sections of the community. We are committed to safeguarding and promoting the welfare of young people and vulnerable adults and we expect staff and volunteers to share this commitment.*

A note regarding COVID 19

Please note, the interview process will take place over a virtual platform to ensure the safety of all involved.