 **Diocese of Hexham and Newcastle **

**in partnership with Bishop Bewick Catholic Education Trust**

**St Mark’s Catholic Primary School**

Bardon Close, Newbiggin Hall Estate, Newcastle Upon Tyne, NE5 4DZ

Tel: 0191 2869349

office@stmcps.org

Executive Headteacher: Mrs Alison Miller

Support Assistant Level 3

**Salary Grade N04 £19,650 - £20,852 per annum pro rata (actual salary £15,728 - £16,690 per annum)**

Temporary with a view to becoming permanent. 35 hours per week. Term time only plus 3 training days

The Governing Body of St Mark’s Catholic Primary School seek to appoint an enthusiastic and motivated Classroom Support Assistant, initially temporary for one year, who is able to support the classroom teacher to inspire and nurture our children towards reaching their full potential.

We are looking for someone who:

* Is fully supportive of the aims and ethos of our Catholic school
* Has high expectations of themselves and the pupils
* Is committed to working as a member of a team
* Is creative, lively and forward-thinking

We can offer you:

* A happy school community underpinned by a strong, Catholic ethos
* The privilege to work with enthusiastic, very well-behaved children who are eager to learn
* Dedicated, innovative and supportive teachers, support staff, governors and parents
* A network of support.

Visits to the school are welcome and can be made by contacting Mrs Rose Wilcox, Executive School Business Manager, to arrange an appointment. Application packs are available from Mrs Wilcox via the school, by email at office@stmcps.org and to download from our school website: www.stmcps.org All paperwork submitted by e-mail must be signed on interview day.

**The Local Governing Committee of St Mark’s Catholic Primary School and the Diocese of Hexham and Newcastle are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. An offer of employment would be subject to receipt of a satisfactory Enhanced DBS check and other pre-employment checks.**

**Closing date for applications: Thursday 19 May 2022**

**Shortlisting will be held on: Friday 20th May 2022**

**Formal Interviews will take place on: Wednesday 8th June 2022**