

Chapmanslade

Church of England Voluntary Aided
Primary School

18th October 2023

Dear Applicant

Thank you for your interest in the current vacancy at Chapmanslade CE VA Primary School.

We are seeking a kind, enthusiastic and inspiring **named pupil teaching assistant** to join our talented team.

You will need to be available to work Monday to Friday between 8:45am and 3:15pm during term time. Punctuality in the mornings is essential and our TAs generally arrive by 8:30am to ensure they can park by the school.

We encourage visits from prospective candidates. Please contact our School Business Manager, Mrs Andrea McCall, via the school office if you would like to arrange a tour of the school.

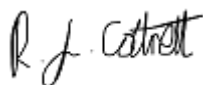
Applicants should electronically complete the Wiltshire application form in full, taking particular care not to leave any unexplained gaps in employment or education history. For safeguarding purposes, all periods of time must be accounted for – for example, if you took a gap year, a period of maternity leave, or time out for family responsibilities, make sure you have clearly indicated this in your chronology.

Remember that the purpose of your application form is to secure you an interview. Ensure that your application form succinctly evidences the extent to which you meet the criteria in the person specification. A supporting statement should be no more than two sides of A4.

Applications should be electronically submitted. Please note that applications will be reviewed as received and should a suitable candidate be identified, we may close the vacancy early. Therefore, early application is encouraged. Interview date will be arranged with the candidate. References will be sought for all short-listed candidates prior to interview.

Thank you again for your interest in our school.

Yours sincerely,



Robert Cottrell
Head Teacher