Schools Vacancies Bulletin

Week Commencing: 3\textsuperscript{rd} March 2014

The Weekly Publication produced by Human Resources bringing you Teaching and Support Staff opportunities in Brighton and Hove.

All of these Vacancies can also be found on our Jobs Website:-

www.jobs.brighton-hove.gov.uk

If you are interested in any of these Vacancies, you can download Job Packs or apply online through the Website.

If you cannot access the Website, please contact the relevant School directly for further information and an Application Form.

ALL Schools are:-

Committed to safeguarding and promoting the welfare of children and young people, and expects all Staff and Volunteers to share this commitment.
Job title: Year 5 Class Teacher  
School: Patcham Junior (01273 295020)  
Hours: Full time  
Contract type: Maternity cover  
Start date: April 2014 (or as soon as possible)  
Salary band: Teacher Main Scale

Patcham Junior School is a three form entry junior school. We are committed to delivering a creative and inspirational curriculum, raising standards of achievement and inspiring excellence. We have an ethos of mutual respect and provide a supportive and caring environment for all our pupils.

We require a teacher to join our committed, enthusiastic and supportive staff team to cover maternity leave.

NQTs are welcome to apply.

We are looking for a teacher who:

• Enjoys working in a team  
• Is committed to developing creative approaches to teaching and learning  
• Forms excellent relationships with pupils, parents and staff  
• Has a very sound knowledge of the KS2 curriculum.

Visits to the school are welcomed and recommended.

Patcham Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

To apply for this post, go to: www.jobs.brighton-hove.gov.uk

Closing date: Tuesday 4th March 2014  
Interview date: Monday 10th March 2014  
Ref: SCH0432
Vacancy for Midday Supervisor
Cottesmore St Mary Catholic Primary School

Position:        Midday Supervisor (MDSA) x 2
Time:           Monday – Fri 12.05pm – 1.05pm Term Time Only
Contract Type:Temporary for first term with a view to becoming permanent
Grade:          Scale 1, spinal point 10
Salary:         £14,373 Pro-rata (£7.45 an hour)
Start:          As soon as possible

The Governors wish to appoint four enthusiastic, motivated, flexible and committed Midday Supervisors.

Applicants must have at previous experience of working or helping with children, preferably in a school setting. (Previous applicants need not apply).

We are looking for someone who is committed to the Catholic vision of our school and has high expectations of our children.

Closing Date:        Thursday 6th March 2014 3.00pm
Interview Date:     Monday 10th March 2014

The application pack is obtainable upon request from the school. Please contact Angie Pinnell on 01273 555811.

We look forward to receiving your application.

I like being at Cottesmore because:
“Teachers make lessons fun that are linked to our topic. They help us learn.” (Evie age 7 and Alfie age 9)
“We learn how to work with others and in different groups” (Luca age 8)
“Everyone gets on well with each other and it is easy to make friends” (Lola age 7)
“We have lots of whole school celebrations. I enjoyed doing the May dance at our May Mass” (Joseph age 6)
“There are lots of chances to be in sports teams and music bands. We do fun art.” (Georgia, age 10)
“I liked going to the Bear Factory in Reception. We made a class bear called Rosie. She was cuddly.” (Grace, age 5)

Cottesmore St Mary Catholic Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.
Ref: SCH0446
A different kind of learning

Applications are invited for the following post:

Transition and Work Related Learning Mentor (Scale 4)

Required ASAP
Temporary (1 year) Full Time (37 hours/term time only + 2 weeks)

The Connected Hub is a PRU for Year 11 students from across the city who are at risk of becoming NEET. Our aim is to enable young people to meet their learning and personal goals so they can engage in education, training and employment and reach their full potential.

Purpose of the Job:

To support students in their work related learning and transition to college, apprenticeships, work with training or other post 16 provision.
The post-holder will work alongside the learning mentors and other staff at The Hub building relationships with students and their families.

The successful applicant will have:

- Level 2 qualification in both English and Maths and evidence of further professional development in the field of provision for young people
- recent relevant experience of working with disengaged/vulnerable young people
- a flexible and positive attitude
- excellent communication skills and sense of humour
- a commitment to the best possible outcomes for our students
- full clean driving licence and own car for use during the school day
- Experience of working with post 16 providers and support services available to young people

Applicants are warmly welcomed and strongly recommended to visit the Hub prior to application. To arrange a visit, and for further details and an application pack please email sam.channon@tch.brighton-hove.sch.uk

Closing date: 12pm - Monday 3rd March 2014
Interview dates: Thursday 6th March 2014
Ref: SCH0435

The Connected Hub is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Please note this post is exempt from the Rehabilitation of Offenders Act 1974 and is subject to an enhanced DBS check.
Job Title: Temporary Class Teacher for KS2 for Year 5  
School: Our Lady of Lourdes Catholic Primary School  
Contract type: Temporary for 4 days a week (Monday to Thursday) to Cover Maternity Leave  
Salary Band: Teachers Main Scale  
Start Date: 24th March 2014  

We are seeking to appoint an excellent classroom practitioner to join our team of enthusiastic and committed staff. All are welcome to apply.

The successful candidate will have the following essential skills:-

- A full commitment to child protection, safeguarding and promoting the welfare of pupils;
- Very effective teaching and learning strategies;
- Excellent classroom management;
- Commitment to high standards and supporting school improvement;
- A team player, able to motivate and support others;
- The ability to build excellent relationships with pupils, parents and colleagues;
- A commitment to inclusion of all pupils;
- Readiness to make a positive contribution to the full life of the school;
- Supportive of our Catholic ethos.

We can offer you:

- A school that is striving for excellence;
- Excellent opportunities for professional development;
- Polite and enthusiastic pupils, who are eager to learn;
- A warm and friendly working environment;
- Very supportive parents and governors;

Our Lady of Lourdes Catholic School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Visits to the school are warmly welcomed and encouraged. For more information to arrange a visit or request and application pack please contact the Office on 01273 306980 or e-mail admin@lourdes.brighton-hove.sch.uk. We look forward to hearing from you.

Closing Date: Thursday 6th March 2014 
Interview Date: W/C 10th March 2014 
Ref: SCH044
City Academy Whitehawk

‘Together Everyone Achieves More’

Administration Assistant

32.5 hours per week (term time only)
NJC Scale 3 £15882 per annum (pro rata)
Permanent from 22nd April 2014 or sooner if available

Are you looking for a role in a vibrant and challenging environment? City Academy Whitehawk opened on 1st September 2013 and as part of the City Education Trust we offer many exciting opportunities and benefits to our staff.

We are seeking an Administration Assistant to work in our busy school office and be part of our friendly and dedicated team.

As first point of contact for parents and visitors you will need to be a good communicator with both adults and children alike.

Responsible for all pupil administration, including after school clubs, the successful applicant will be required to undertake a variety of general clerical and administration support tasks. Knowledge of relevant ICT packages and SIMS is essential; knowledge of the Parentpay system is desirable. You will also be required to administer basic first aid (training will be given if necessary).

City Academy Whitehawk is a dynamic environment so flexibility and willingness to undertake tasks at short notice will be key.

Visits to the school are welcome and strongly encouraged by prior arrangement. Further information about the Academy can be found on our website: www.whitehawkacademy.ccb.ac.uk

City Academy Whitehawk is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Please note that this post is exempt from the Rehabilitation of offenders Act 1974, and subject to a Disclosure & Barring (DBS) check.

For further information and an application pack, please contact

Angela Dolan - City Academy Whitehawk, Whitehawk Road, Brighton, BN2 5FL
Tel: 01273 681377  e-mail: ad3@ccb.ac.uk

Closing Date: 5pm Wednesday 5th March
Interview Date: Thursday 13th March
Ref: SCH0441
Early Help Co-ordinator required as soon as possible
32.5 hours a week (Temporary 1 year contract in first instance)
NJC SO1 -2 £24,892 -28922 pro rata 52 weeks a year (holidays may be taken outside of school holidays)

Brighton and Hove Pupil Referral Unit, The Connected Hub and Homewood College are looking for someone who enjoys the challenges of working with a variety of people including children with complex learning needs and challenging behaviour, families facing multiple challenges and professionals within a variety of agencies. The APP Early Help Coordinator will be working across Brighton and Hove Pupil Referral Unit, The Connected Hub and Homewood College.

Purpose of the Job;
To support The AP Partnership in multi-agency working to improve the welfare of their pupils and families that are facing multiple challenges. Through positive and assertive engagement the post holder will be undertaking specific interventions with families held within a wider team in order to improve outcomes for family households, individuals and their local community.

We are looking for someone who has the following skills;

• Using own initiative, good time management and organisational skills.
• Excellent problem solving skills and be solution focussed.
• Can communicate effectively and demonstrate good level of interpersonal skills.
• Is motivated and has resilience to succeed in challenging situations.
• Flexibility to respond to a variety of needs and pressures.

Due to the requirements of this role the applicant must have the use of own car (mileage allowance payable)

Closing date: Midday Friday 7th March 2014, Interviews to be held : Thursday 20th March 2014, Brighton and Hove Pupil Referral Unit, The Connected Hub and Homewood College are committed to safeguarding and promoting the welfare of children and young people and to equality of opportunity. We expect all staff and volunteers to share this commitment. Please note that this post is exempt from the Rehabilitation of Offenders Act 1974, and is subject to a Disclosure & Barring Service (DBS) Check. BHPRU are committed to the principles of Equality and carry out duties in accordance with the Council’s Inclusive Council Policy.

For any other details please contact
Karen Prout – Tel: 01273 542050,
Email: Karen.prout@bhpru.brighton-hove.sch.uk.
Ref: SCH0442
Post: Teaching Assistant

School: Downs Junior School, Rugby Road, Brighton, BN1 6ED
Hours: 30 hours per week, 8.45-3.15, 46.2 wks/yr
Contract Type: Commencing March '14. Temp until end of Summer term '14 (with likelihood of extension)
Closing Date: Fri 7 March, 10am
Interview Date: Wk commencing Mon 10 March, 2014
Salary Band: Scale 3 - B (14-17)
Salary: £15,882-£16,998, pro rata

We are seeking to appoint an enthusiastic and highly motivated Teaching Assistant, to join our team from March 2014. The post is to support individual pupils with complex needs.

Downs Junior School is 4 form entry with 512 pupils. We are a successful, happy school, committed to delivering a creative and inspirational curriculum whilst raising standards of achievement.

Essential Skills and experience:
• Experience with pupils following early years curriculum
• Experience supporting children with complex needs
• Understanding of child development and learning
• Good IT skills
• Firm, kind and flexible approach
• Ability to work under the general guidance of the Class Teacher.
• Commitment to inclusion

Desirable Skills:
• Good sense of humour
• Firm, understanding approach to supporting vulnerable pupils.
• Previous experience and training in the use of Makaton.

Downs Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

www.jobs.brighton-hove.gov.uk
Ref: SCH0443
Full Time Class Teachers for posts across the school

Permanent – required for September 2014

Teacher Main Scale

The governors of Rudyard Kipling Primary School are seeking to appoint inspiring, highly motivated and enthusiastic teachers to join our school in September 2014.

Applications are invited from newly qualified teachers and more experienced teachers looking to develop their excellent practice in a second school prior to seeking a TLR or leadership position.

You will:

• Be a creative classroom practitioner
• Have high expectations of pupils achievements and behaviour
• Be committed to team working

Our school is committed to inclusion and to safeguarding and promoting the welfare of children and young people. The school expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced DBS check.

Please note that we do not accept a Curriculum Vitae as a form of application.
An application pack can be obtained from the school office, 01273 303328 or contact Debbie Day, Business Manager, via email, finance@kipling.brighton-hove.sch.uk

Visit Appointments: Monday 3rd March 2014 at 3.45pm or Tuesday 4th March 2014 at 10.45am
Closing date: 9am Thursday 13th March 2014
Interview dates: 20th / 21st March 2014

Reference: SCH0444

www.jobs.brighton-hove.gov.uk

Ofsted 2013: “Rudyard Kipling is a Good School on a short route to being Outstanding!”
Leader for the Early Years Foundation Stage

Carden Primary School, County Oak Avenue, Brighton BN1 8LU Tel: (01273) 293677

Required from 1st September 2014

TMS + TLR 2 (£2,561)

This is a really exciting professional opportunity for an experienced, excellent and highly skilled early years teacher to join the school’s leadership team and to lead and manage the EYFS team at Carden into a new phase of development. The EYFS here comprises a large nursery unit and 2 reception classes. There is a team of 4 teachers and a number of teaching assistants and nursery nurses. We also have a pre-school ICAN speech and language facility and you would work closely with the head of the speech and language centres to ensure that our EYFS provision is fully inclusive. We are committed to maintaining a broad and creative EYFS curriculum which is rich and exciting and through which our children aged 2 – 5 years achieve well and make excellent progress from their starting points.

As a teacher here, you will need to have high expectations and aspirations of children’s learning, attainment and behaviour, be committed to inclusive practice and be willing to work closely and flexibly with colleagues and parents as part of a dynamic and supportive team. As a leader and member of the school’s leadership team you will need to be an effective communicator, highly organised, resilient, resourceful and up for an exciting challenge!

Having teaching experience in both nursery and reception is highly desirable although not essential.

Duties are outlined in the job description.

*Carden Primary School is committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undergo a criminal record check via the DBS if they do not already possess this document.*

Visits to school are warmly welcomed. Please ring to make an appointment. We really look forward to hearing from you!

**Closing Date:** Midday on Monday 24th March
**Interview Date:** Wednesday 2nd April
Ref: SCH0447

**PLEASE RETURN COMPLETED APPLICATION FORMS TO THE SCHOOL BY POST OR E-MAIL:** ADMIN@CARDEN.BRIGHTON-HOVE.SCH.UK
Queen’s Park Primary & Nursery School
Part-time Teaching Assistant

Job Title: Teaching Assistant Level B
Reference: 
Hours: 23.75 hours per week, term-time only
Contract Type: Permanent
Closing Date: 13th March 2014
Interview Date: 19th March 2014
Salary Band: Pay Scale 3 £15,882 - £16,998 pro rata

We are looking for an enthusiastic part-time Teaching Assistant to work in our school.

The post is part-time, 23.75 hours per week, 9.00am to 12 midday, then 1.00pm-3.15pm Monday to Friday term time only with a start date as soon as possible.

Queen’s Park Primary School is an exciting and rewarding place to work and learn in. We have 390 pupils aged 4-11 years, and 50 part time children in the nursery aged 3-4 years.

We are looking for someone with an upbeat and cheerful personality, good literacy and numeracy skills and experience of working in a school setting with young children. We need someone with experience of working with pupils with challenging behaviour to join our team in year one to help support a child with behavioural difficulties. This is not an individual needs assistant post, time spent with the identified child is on a rota system. Please see the person specifications for more information.

Queen’s Park Primary and Nursery School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Visits to the school are welcome. Please contact Mrs Anne Cox on 01273 686822 if you wish to visit.

To apply for this post go to jobs.brighton-hove.gov.uk to apply online or contact:

Mrs Anne Cox, Queen’s Park Primary School, Brighton, BN2 0BN.
Tel: 02173 686822, Fax: 01273 603046, Email: recruitment@queenspark.brighton-hove.sch.uk
Ref: SCH0448
Middle Street Primary School  
Brighton BN1 1AL  

Wanted  
School Site Manager

Required: as soon as possible  
Full time: 37 hours + overtime. Salary: NJC Scale .18 - .21 (£17,161 - £19,126)

We are seeking to appoint a dedicated, self motivated site manager with a great sense of humour who will care for our school, taking pride in its appearance to ensure it is a safe, secure and bright environment for our pupils, staff and families.

Our new site manager will have proven building maintenance and DIY skills and an ability to undertake a range of tasks including: Site security, general building maintenance and repairs, general cleaning, oversee contractors, manage cleaning staff, securing site after evening lets.

The successful candidate will have a high expectation of themselves and others; be proactive in their approach to work and able to use their own initiative as well as work well as part of a team.  

Middle Street is a popular city centre one form entry school which serves a rich and diverse community of enthusiastic children and their supportive families.

If you are a, flexible, friendly person then we are very interested in meeting you. We expect you to work hard but in return we can offer you; a community who are proud of their school, a job you will enjoy, a supportive, happy and sociable staff to work alongside and a great (for a number of reasons) city centre location.

**Middle Street Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**

Visits to the school are positively and warmly welcomed.

For an application pack and to arrange a visit please contact our schools business manager:

**Mrs Gill Brill on 01273 323184.**

We look forward to meeting you.

**Closing Date:** Midnight Friday 7th March 2014  
**Interview Date:** Tuesday 18th March 2014  
**Reference:** SCH0449
We wish to recruit a part-time Individual Needs Assistant at Key Stage 2.

St. Luke’s is a very welcoming and well-resourced school enriched by pupils from a range of social and cultural backgrounds. The school is committed to raising achievement within an exciting curriculum. The school was judged as outstanding in all areas in its latest Ofsted. It was highly praised for the quality of teaching, its innovative approaches, its inclusive practice and its leadership. St Luke’s provides effective support for all new staff and positive career progression. We would offer you a very rewarding and enjoyable career in an exceptionally warm and friendly environment.

As an Individual Needs Assistant you will support a child with gross and fine motor skills difficulties. You will help her access the curriculum and develop positive relationships with peers and adults. You will report directly to the SENCO and work closely with the classteacher to ensure your work supports learning in the classroom. You will keep detailed records and regularly assess progress.

Ref: SCH0450
Closing date: 14th March 2014
Interview date: 21st March 2014
Readvertisement

Individual Needs Assistant
Optional Breakfast Club Assistant Key Stage 2

Start date: ASAP

Position: Individual Needs Assistant 30 hours per week
Breakfast Club Assistant 5 hours per week

INA - Mon – Fri 8.50 – 3.10 plus two remaining hours to be worked after school on day(s) to suit successful candidate
BCA – Mon – Fri 7.55 – 8.55

Contract Type: INA - Temporary Linked To Statement Funding
Grade: NJC Scale 3 Role B
Salary: Linked to above scale and dependent on experience

Description of post:

We wish to recruit a part-time Individual Needs Assistant at Key Stage 2. St. Luke’s is a very welcoming and well-resourced school enriched by pupils from a range of social and cultural backgrounds. The school is committed to raising achievement within an exciting curriculum. The school was judged as outstanding in all areas in its latest Ofsted. It was highly praised for the quality of teaching, its innovative approaches, its inclusive practice and its leadership. St Luke’s provides effective support for all new staff and positive career progression. We would offer you a very rewarding and enjoyable career in an exceptionally warm and friendly environment.

As an Individual Needs Assistant you will support a child with autism. You will help him access the curriculum and develop positive relationships with peers and adults. You will report directly to the SENCO and work closely with the classteacher to ensure your work supports learning in the classroom. You will keep detailed records and regularly assess progress.

As a Breakfast Club Assistant you will help organize a range of before school activities, help prepare breakfast and make sure the children get to school on time in a very positive frame of mind.

For an application form and/or to arrange a visit please phone Sandra Smith, Admin Officer.

St. Luke’s Primary School is committed to safeguarding and promoting the welfare of children, young people and families and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake an enhanced DBS disclosure.
If you are interested in applying for this position and would like more information please ring the school and ask to talk to the Headteacher, Jonathan Cooper.

You are most welcome to come along and visit our school. Please telephone to make an appointment and we will be delighted to help.

Ref: SCH0451
Closing date: 14th March
Interviews: 21st March
Caretaker/Groundsperson

Tarnerland Nursery School
10 hours per week, all year 10 hour per week
Salary Sale 3 14-17 £15,882 - £16,998 pro rata (£6065 per year)

The role involves some caretaking duties and grounds work so some experience/skill with maintenance, health and safety and gardening is an advantage.

The buildings and grounds need to be checked after being unlocked each morning at 7.15am so they are safe and ready for use.

Remaining time can be arranged to suit the right candidate.

Previous applicants need not apply.

Job Reference: SCH0452
Closing date: 24th March 2014
Interview date: 1st April 2014

www.jobs.brighton-hove.gov.uk