



**The Roman Catholic Diocese of Hexham and Newcastle
In partnership with Bishop Wilkinson Catholic Education Trust**

Lunchtime Care Assistant

Grade C (£18,562 - £18,933) pro rata

Hours: 8.25 hours per week, Term Time Only (38 weeks), Permanent

St Joseph's Catholic Primary School, Village Lane, Washington, NE38 7HU

Headteacher: Mrs J Black

Tel: 0191 917 2484

Website: washingtonstjosephs.com

Email: enquiries@wsj.org.uk

Number on Roll: 227

Required from: 19th April 2021

Post Details

The Head Teacher and Governing Body are looking to appoint an enthusiastic, caring and responsible person to join our Lunchtime Supervisory Team, to help supervise and engage children in activities throughout the lunchtime break.

Successful applicants must be able to demonstrate the following:

- Good social skills and an ability to communicate effectively
- Initiative and the ability to work as part of a team
- Patience and sensitivity in dealing with children, with an ability to respond to their needs
- Punctuality and reliability

St Joseph's Catholic Primary School is part of Bishop Wilkinson Catholic Education Trust, a family of 5 secondary schools and 21 primary schools from across Gateshead, Sunderland, Durham and Northumberland, in the west of the Diocese. The Trust will expand to 30 schools by the end of 2021 and reach a total of 48 schools by 2022.

How to apply

Application forms and further details are available from our website and should be returned to philppa.swanston@wsj.org.uk

Closing date: 12 noon Friday 26th March 2021

Interviews to be held: Wednesday 31st March 2021

Only applications received on the CES application form will be considered for shortlisting.

The board and the Diocese are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is exempt from the provisions of the Rehabilitation of Offenders Act and is subject to an enhanced DBS check.

In compliance with the General Data Protection Regulation (GDPR), we wish to ensure you are aware of the purpose for which we are requesting your consent to collect and process the data we have asked you to provide on this application form. For further information on the data we collect and the reasons for this, please refer to the 'Notes for Applicants' document.

Equality Monitoring

Applicants are not required to complete the Equal Opportunities Monitoring Form, however, if they do, they will be helping the school to fulfil its obligations under the Equality Act 2010.

The Equal Opportunities Monitoring Form will be used purely for monitoring and statistical purposes and will not form part of the application or the recruitment process. The persons involved in the recruitment process will not have sight of the completed Equal Opportunities Monitoring Form.

Emailed applications are acceptable

Due to the ongoing COVID-19 outbreak, the interviews for this position may be remote, therefore if you are able, we would encourage candidates to hand sign any documents which require signature and then email the scanned version to the school. Original documents should be signed as soon as circumstances allow.