



'Together we follow in Jesus' footsteps in our living and learning'



**St Charles' Catholic Primary School
Appointment of Supervisory Assistant, Level 1
7.5 hours per week (over 5 days) Term Time (38 Weeks)**

Grade N02 £20,412 per annum, pro rata (actual: £3,469 per annum)
We are part of Bishop Bewick Catholic Education Trust

This post attracts a Living Wage supplement. In addition to the hourly rate, this post will receive the Living Wage supplement to bring the hourly rate up to a minimum of £10.8880 an hour.

St Charles' Catholic Primary School
Regent Farm Road
Gosforth
Newcastle upon Tyne
NE3 3HE

We currently have a vacancy for a Supervisory Assistant, Level 1 working 1 hour and 30 minutes per day, 5 days per week; normal working hours will be between 11.30am – 1.00pm during term time only.

You must be:

- able to work between 11.30am – 1.00pm, Monday - Friday
 - trustworthy and efficient
 - able to communicate effectively
- able to have a good working relationship with staff and children
 - able to manage children in a positive way
 - willing to provide 2 references
 - willing to undertake a DBS check

If you are interested in applying for the post, please look on our school website www.stcharlesprimary.uk – vacancy tab.

Applications forms can be handed in, posted or emailed to the school office. Our email address is office@stcharlesprimary.uk

We are strongly committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be required to undertake an enhanced DBS disclosure and a range of other recruitment checks.

Deadline – 12 noon on 17 February 2023

Completed application forms must be returned as soon as possible.