**Position:** Teacher Assistant Level 2 (full time equivalent) and Mid-Day Supervisor role  
**Deadline:** Friday 7th September 2018 at 12pm

Dear Applicant,

Thank you for your interest in the post of Level 2 Teaching Assistant at The Hayes Primary School. This position is also alongside a midday supervisor’s role. I hope the personal specification and job description will be of interest to you and look forward to receiving your completed application.

The Hayes Primary School is larger than the average-sized primary school. We have 60 children in each year group, with a capacity of 420 pupils. Our school is situated in Kenley and we have a large school field, large hall and swimming pool. We have a strong tradition in sport and the arts.

Our motto is ‘Be the best we can be’ and this is what we ask of all our children and staff. We are seeking talented and committed people: go-getters and team players. This is a unique opportunity to join our committed and passionate staffing team in our successful school and to play a significant role in making a difference to our wonderful children.

Please do look at our website to see what we have to offer: [www.thehayesprimaryschool.co.uk](http://www.thehayesprimaryschool.co.uk) and also on our Twitter page: @TheHayesPrimary

Applications close on Friday 7th September 2018, 12pm and interviews will be held for those shortlisted, on Wednesday 12th September 2018. As stated on the Application Form, you must submit on a separate sheet of paper a Supporting Statement based on the Person Specification in support of your application. Please ensure that you itemise your responses so that you can demonstrate how your knowledge/skills/experience to date meet requirements on the Person Specification (particularly the essential). If you omit the supporting statement you will not be shortlisted. Please use additional A4 sheets if necessary.

I would like to thank you for expressing an interest in the post and look forward to meeting you.

Yours sincerely



Miss Claire Slade  
Head Teacher