



Head Teacher: Mr. A. Mitchell

14 November 2025

Dear Candidate,

Thank you for your interest in our recent advert for an experienced Teaching Assistant (SEN).

We are looking for a qualified TA (or willingness to train towards qualification) with past experience of supporting children with additional needs. The ability to form a safe, secure and supportive relationship with the children whilst showing patience and understanding will be an essential requirement of the successful candidate. You will need to be caring, enthusiastic and flexible with the ability to work under the direction of the class teacher and on your own initiative.

Ideally, we are seeking to recruit an experienced, qualified practitioner who can draw on their experiences to ensure the very best for the pupil. Applicants must either have an appropriate Teaching Assistant qualification or experience or be willing to undertake relevant training. This post is to work directly with a child on a one-one basis and also within small groups with other children.

This a Part Time **(11hrs – Thursday & Friday 08:50 – 15:20)** Fixed Term post until 31st August 2026. The post will be paid at Grade 3-5 dependant on experience. Actual pay range is approximately (£6996 – £7,344 pa) In addition to this post we would like applicants to cover the lunch break as a Midday Supervisor. This would be an additional 2 hours with actual pay of approximately £1121 pa

Please complete the attached application form along with a short (no more than one side of A4) supporting letter to arrive at the school by 12 noon on 27th November 2025. Please send applications by email to admin@glenfall.gloucs.sch.uk. Interviews will be held on Wednesday 3rd December 2025 or Monday 8th December 2025. If you have not received an invitation to attend for interview by the 1st December 2025, please assume that you have not been successful on this occasion.

Thank you for your interest in this post.

Yours sincerely,

Anthony Mitchell
Headteacher

Glenfall Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff, and volunteers, to share the same commitment. This position is subject to an enhanced DBS check.



Glenfall Community Primary School
Glenfall Way, Charlton Kings, Cheltenham, Gloucestershire GL52 6XZ