May 2018

Dear Candidate,

**2 x PPA HLTA’s**

We are looking to recruit two enthusiastic and motivated HLTA’s to teach classes across the school whilst the class teacher has planning time. We welcome applications from experienced TAs & HLTAs as well as teachers with QTS looking for some teaching experience, someone willing to work towards gaining HLTA status with our support or someone planning to go to teacher training college and looking to gain some class-based experience. The ability to offer the school a specialism or area of expertise in Sport, ICT, Music or Art would be an advantage. This contract is temporary for one year in the first instance but will be subject to review at the end of the year. The position would start on 1st September 2018 and there is also the possibility of additional hours as a Lunchtime Supervisor.

Archbishop Benson CE Primary School is a popular and over-subscribed school with an excellent local reputation. We pride ourselves on being an exciting, ambitious and forward thinking school with 427 children on roll. Our learning environment is warm and welcoming and we have a lot of outdoor space which we like to use as much as possible. Our classes are currently arranged in 14 single-aged parallel classes. As a large primary school, we can offer candidates the benefits of working in two-form year groups, within supportive phase groups and with the back-up of a large team of leaders, teachers and support staff. Our school motto is “Fun & Learning, Hand in Hand” and if you visit the school, you will see why. Our curriculum is taught in a topic-based approach and we welcome creative individuals who can contribute to our Gold Artsmark status.

We are looking for two committed and proactive HLTA’s who will complement our dynamic and hardworking teaching team. Archbishop Benson CE Primary School is a great place to work and we look forward to receiving your application.

Please find enclosed an application form, job description and person specification for the HLTA position at this school. We hope after reading the job details that you will want to join our team. If you would like to visit the school, please call Debbie Bullen, our School Business Manager, to make an appointment.

Interviews will take place on Monday 18th June.

Please e-mail completed applications and any supporting documentation to [**sbm@archbishop-benson.cornwall.sch.uk**](mailto:sbm@archbishop-benson.cornwall.sch.uk)**.** You will receive a notification confirming that your application has been received.The closing date for applications is **midnight** on Thursday 7th June 2018.

I would like to take this opportunity to thank you for your interest in this position at Archbishop Benson CE Primary School.

With best wishes for the future.

Yours sincerely,

Mrs Helen Giblett

Headteacher