

4th July 2025

SCHOOL VACANCY BULLETIN

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Learning Support Assistant

Location: Henry Green Primary School, Green Lane, Dagenham RM8 1UR
Salary: Scale 2/3 (Based on Experience/Qualification).
Contract: Fixed term.
Required: September 2025
Email: kbritton@henrygreen.org.uk
Closing Date: Friday 11th July 2025.
Interviews: W/C 14th July 2025.

Do you want an exciting new challenge and to be part of a committed team of practitioners, then Henry Green Primary school may have the opportunity for you. The Headteacher and school Governors are seeking to appoint a Learning Support Assistant to join us.

This post is a fixed term contract.

You will:

- Provide the children with a safe, secure and home-like environment.
- Liaise with parents/carers, carers, and senior staff.
- Plan, organise and implement a programme of activities to meet the needs of pupils.
- Work as part of a highly motivated and professional team.
- Working 1:1 with Pupils with profound needs.
- Supporting pupils with Personal Hygiene.

You will need to:

- Have gained experience within a school setting.
- Have proven organisational skills.

In addition, you will need to be flexible and creative, with the commitment to provide first class childcare. All staff and volunteers are expected to demonstrate their commitment to safeguarding children and young people within their work.

Visits to the school are actively encouraged. Please contact the school office on 0208 270 4466 to arrange a visit, or by email on kbritton@henrygreen.org.uk.

Closing date for applications: 11th July 2025

Interviews: Week Commencing 14th July 2025

For an application form and further details, please contact Miss K Britton (School Business Manager) at kbritton@henrygreen.org.uk

"Henry Green Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to an enhanced Disclosure application to the Disclosure & Barring Service and check against the ISA barred list for Children."

Learning Support Assistant Apprentice

Location: Henry Green Primary School, Green Lane, Dagenham RM8 1UR.
Contract: Fixed term.
Required: September 2025
Email: office@henrygreen.org.uk
Closing Date: Friday 11th July 2025.
Interviews: W/C 14th July 2025.

Do you want an exciting new challenge and to be part of a committed team of practitioners, then Henry Green Primary school may have the opportunity for you The Headteacher and school Governors are seeking to appoint a highly motivated Learning Support Assistant apprentice to join us.

This post is a fixed term contract

We offer:

- A diverse and supportive community of friendly children, who are eager to achieve and deserve the best
- A dynamic, talented, and forward-thinking leadership team
- The opportunity to be part of a team that will move the school forward through a time of change
- A school which is committed to professional development and equality for all staff with a high level of induction and training for new staff members.

We are looking for:

- Outstanding organisation and communication skills
- Provide the children with a safe, secure and home-like environment
- A forward-thinking creative approach
- Someone who is positive, enthusiastic and solution focused
- Ability to use your own initiative
- Working with Pupils with complex needs
- A commitment to work in partnership with pupils, staff, parents, governors and the wider community

Must Have:

- Maths Pass (GCSE or equivalent)
- English Pass (GCSE or equivalent)

Closing date for applications: Friday 11th July 2025
Shortlisting and Interviews: Week Commencing 14th July 2025

For an application form and further details, please contact the main school office office@henrygreen.org.uk or call 020 8270 4466.

Henry Green Primary School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo

appropriate checks including enhanced DBS checks. Applicants will be required to complete a 'Disqualification by Association' Applicant Declaration as part of the safeguarding procedure.

Teaching Assistant

Location:	James Cambell Primary School, Langley Cres, Dagenham, RM9 6TD
Salary:	Point 7-10 (£26,346 - £30,630) to be pro rata.
Hours:	30 hours per week, term time only.
Required:	1 st September 2025
Website:	www.jamescambellprimary.com
Email:	cstevens@jamescambellprimary.org.uk
Closing Date:	Friday 11 th July 2025 at 09:00
Interviews:	W/C Mondy 14 th July 2025

Are you an empathic and innovative individual with a passion for supporting pupils, particularly with special educational needs?

At James Cambell Primary School, we are looking to appoint a highly motivated, creative and enthusiastic Teaching Assistant to join our happy, forward-thinking school.

At James Cambell Primary School, we aim to provide every child with a high-quality education and the opportunities they deserve to become the successful citizens of the future. We ensure our curriculum is shaped to meet the needs of our school community – preparing our children for a brighter tomorrow.

If you:

- have a passion for teaching and learning.
- have a commitment to developing your own specialist knowledge and have a sound understanding of how SEND children learn.
- have high expectations and a commitment to ensuring all children succeed.
- are resilient and committed to working with children with complex needs.
- work with teaching staff in the development of appropriate resources for use in individual/group sessions to support the learning of targeted students.
- wish to work in a happy, friendly school with a positive attitude.
- can make learning exciting, motivating and fun.
- work well in a team to support and learn from others.
- are able to bring energy and enthusiasm to the role.

Then this is the job for you!

We can offer the right candidate:

- an experienced, hardworking and supportive team.
- excellent leadership team and fun, friendly and supportive staff.
- a proactive approach to staff well-being, work-life balance and care for each person as an individual.
- beautiful school grounds and stimulating learning environments.
- a competitive salary.
- A commitment to CPD opportunities.
- An inclusive and caring ethos.

Complete the application form and send to Mrs Caroline Stevens, Business Manager on cstevens@jamescambellprimary.org.uk

Closing date: 9am, Friday 11th July 2025

Interviews: Week beginning Monday 14th July 2025

James Cambell Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants will undergo appropriate child protection screening including checks with past employers and the Disclosure and Barring Service.

SEN - Higher Level Teaching Assistant

Location: James Cambell Primary School, Langley Cres, Dagenham, RM9 6TD
Salary: Point 18-210.
Hours: 35 hours per week.
Required: 1st September 2025
Website: www.jamescambellprimary.com
Email: cstevens@jamescambellprimary.org.uk
Closing Date: Friday 11th July 2025 at 09:00

At James Cambell Primary School, we are looking to appoint a highly motivated, creative and enthusiastic SEN HLTA to join our happy, successful and forward-thinking school. The successful candidate could be responsible for covering classes in all primary age groups, from Early Years to year 6.

At James Cambell Primary School, every child is given the opportunity to learn, grow and develop into the respectful, resourceful and resilient citizens of the future. We ensure our children receive a high-quality education and our curriculum is shaped to meet the needs of our school community.

If you:

- have a passion for teaching and learning.
- have high expectations and a commitment to ensuring all children succeed.
- wish to work in a happy, friendly school with a positive attitude.
- can make learning exciting, motivating and fun.
- work well in a team to support and learn from others.
- are able to bring energy and enthusiasm to the role.

We can offer the right candidate:

- happy, well-motivated and engaged children, who are keen to learn.
- an experienced, hardworking and supportive team.
- a fun, friendly and supportive staff.
- a proactive approach to staff well-being, work-life balance and care for each person as an individual.
- beautiful school grounds and stimulating learning environments.
- a competitive salary.

Early applications are welcome, and we reserve the right to appoint before the closing date if we find a suitable candidate.

Please apply online via our school website www.jamescambellprimary.com with a covering letter outlining how you meet the criteria detailed in the application pack. Complete the application form and send to Mrs Caroline Stevens, Business Manager on cstevens@jamescambellprimary.org.uk

Closing date: 9am Friday 11th July 2025

Start date: **1st September 2025**

Interviews for candidates considered suitable will be arranged on receipt of your application.

James Cambell Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants will undergo appropriate child protection screening including checks with past employers and the Disclosure and Barring Service.

Cleaner

Location: St Margaret's CofE School, North Street, Barking, IG11 8AS
Salary: £7,702.50
Hours: 10 hours per week, 52 weeks per year.
Either 06:30-08:30 OR 15:30-17:30.
Contract: Permanent
Required: ASAP
Email: alison.brown@genesistrust.net
Closing Date: Friday 11th July 2025

St Margaret's CofE school are looking for an exceptional cleaner to clean the designated buildings to a very high standard as directed by the Leadership team.

The cleanliness of the setting is a priority. We are looking for a hard-working cleaner to join our team and help us deliver the highest quality care for the children.

If you are a hard-working individual who takes great pride in their work and understands the importance of their role, please apply to be part of our exceptional team.

Do you have:

- Ability to work collaboratively within a team.
- Ability to work using your own initiative.
- Good Communication skills

We can offer:

- Enthusiastic, well-behaved pupils
- Excellent career development opportunities
- Hardworking, motivated and positive colleagues

We are committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo Child Protection screening, including checks with past employers and the DBS. References will be taken up before interviews are offered.

Early application is encouraged as we review applications throughout the advertising period and reserve the right to close the advert earlier than the stated deadline.

If you are interested in the position, please submit your application to Alison Brown. An application form and job description can be requested using contact information below.

Contact Information

Alison Brown

alison.brown@genesistrust.net

Please submit your application to Alison Brown.

Deputy Headteacher

Location:	St Joseph's Catholic Primary School, Connor Road, Dagenham RM9 5UL
Salary:	ISR L9-L13 (Inner London weighting)
Required:	Autumn term 2025
Email:	<u>sgeorge@st-jodag.bardaglea.org.uk</u>
Closing Date:	Friday 18 th July 2025
Interviews:	Thursday 11 th September 2025

St Joseph's Catholic Primary School, Dagenham is a well-respected and successful Catholic Primary School. The governors invite applications from experienced, enthusiastic and suitably qualified practising Catholic leaders to play a key role in building on the continued success of our friendly school. We are seeking to appoint a dynamic, forward-thinking, approachable and enthusiastic practising Catholic leader who will work as part of the team to help continue the school development and drive the school quickly towards an outstanding education for all pupils.

We want our Deputy Headteacher to:

- Have a clear vision and strong commitment to Catholic education.
- Have experience at senior leadership level with strong interpersonal and communication skills.
- Be an excellent teacher.
- Be an excellent communicator with a strong commitment to working in partnership with the parishes and the community.
- Be a caring individual who is supportive of the ethos of the school.

We can offer you:

- A positive and caring ethos based on the values of the Catholic faith.
- A commitment to support your professional development to the next stage of your career.
- The opportunity to work with delightful children, supportive parents and governors.
- St Joseph's is part of the Good Shepherd Catholic Trust and has a formal network of schools.

Prospective candidates are warmly invited and encouraged to visit the school. For more information, an Application Pack or to arrange a visit, please contact Sarah George, Assistant Business Manager, at sgeorge@st-jodag.bardaglea.org.uk. Please note that only formal CES applications will be accepted for this post and only shortlisted candidates will be contacted. This is a reserved post and is open to practising Catholics only, please review the document produced by the Diocese of Brentwood "Definition of a Practising Catholic for Reserved Posts" for further information

Closing date: Friday 18th July 2025 (12.00 noon)
Shortlisting date: Friday 5th September 2025
Interview Date: Thursday 11th September 2025

St Joseph's Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

*We will ensure that all our recruitment and selection practices reflect this commitment. The successful candidate will be subject to an enhanced Disclosure and Barring Service check along with other relevant employment checks. **Applications should be on a CES application form and sent to the school (applications NOT submitted on the CES application form will not be considered).***

Receptionist/Admin Assistant

Location:	Barking Abbey School, Longbridge Road, Barking, Essex, IG11 8UF
Salary:	Scale 3 (Pt 5-6, £28,521-£28,929 to be pro rata'd to working weeks and hours).
Hours:	35 hours per week, term time only.
Contract:	Fixed term (3-12 months).
Required:	September 2025.
Website:	www.barkingabbeyschool.co.uk/home/join-us/staff-vacancies/
Email:	Jobs@barkingabbeyschool.co.uk
Closing Date:	Monday 7 th July 2025.
Interviews:	To be confirmed.

Are you a talented administrator who is passionate about being organised and efficient? Do you want to make a difference to the lives of students?

If so, this may be the job for you!

We are looking for a friendly, flexible and enthusiastic Receptionist/Admin Assistant to undertake daily attendance monitoring and general administrative duties at our Longbridge Campus and Sandringham Campus.

The school offices are the first point of contact for visitors and parents and carers at the school, and this is an integral role critical to smooth operation. The successful candidate must have excellent communication skills, a keen eye for detail in addition to a willingness to provide an outstanding service.

The successful candidate will also monitor the medical room and undertake some first aid duties, therefore a first aid qualification is desirable or a willingness to undergo first aid training.

ICT experience is essential but specific training will be given for Specialist school software. Experience of working with young people would be an advantage. We are looking to appoint a dynamic self-motivated administrator.

The successful candidate will:

- Have great communication skills and a positive can-do approach.
- Be confident in providing a professional, welcoming, efficient service.
- Enjoy working in a busy office and reception area.
- Be able to work flexibly under pressure.
- Use their initiative and prioritise their workload.
- Have strong administration skills and a willingness to learn.

Working hours will be between 07:30am-17:00pm (Shifts for this will be 7 hours a day working either 07:30-15:30 or 09:00-17:00 to suit the operational needs of the school)

We are proud that Ofsted recently judged the school to be Outstanding in all areas. The report states: "This is a large and diverse school where difference is valued. Pupils, and

students in the sixth form, are supportive and respectful of each other. Pupils' conduct is exemplary, both inside lessons and around the school.

Leaders have established simple and clear rules that everyone understands. Pupils are focused, engaged and participate well in lessons. Staff feel that their workload and well-being has been carefully considered by leaders. They appreciate their open-door policy". (Ofsted, February 2024)

Please click here to find out more information about what it is like to work at Barking Abbey:
<https://www.barkingabbeyschool.co.uk/home/join-us/staff-vacancies/>

For an application form and further details, please contact the school on:

Jobs@barkingabbeyschool.co.uk

Closing Date for Applications: 7th July 2025

Interview Date: TBC

Please apply via Tes. The link is below:

[Receptionist/Administrative Assistant, Barking and Dagenham - Tes Jobs](#)

Barking Abbey is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer.

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants.

Online searches may be conducted for all shortlisted candidates and will be conducted for all successful candidates as part of our due diligence checks.

Part-time Science Technician

Location: Robert Clack School, Grosfield Road, Dagenham, RM8 1JU.
Salary: Scale 4, Exact Salary: £15,078 - £15,738 per annum.
Hours: 21 hours per week, term time only. 08:00 – 15:30.
Contract: Part-time
Required: 1st September 2025
Email: mbrown@robertclack.co.uk
Closing Date: Monday 7th July 2025 at 08:00.
Interviews: During W/C 7th or 14th July 2025

A part-time Science Technician is required to join our busy Science Department for 3 days per week. The successful candidate will work alongside a team of technicians to provide technical support to pupils and staff across the school sites. Please note that you may be based at one school site. However, the post is not site specific and therefore you may be asked to work across all three sites during your employment.

The main duties of the role will involve:

- Setting up, preparing and clearing materials, equipment and chemicals for practical lessons.
- Assisting teaching staff with demonstration lessons, practical lessons, exam classes and assessments.
- Providing technical support for pupils and staff, while ensuring the safe use of materials, equipment and chemicals.
- Cleaning equipment and work areas, as necessary.
- Working in accordance with health and safety guidelines.
- In liaison with the team, ensuring that laboratories are adequately stocked.

Experience of working within an educational environment is essential and/or any relevant Physics or Chemistry qualifications would be desirable.

The candidate will be required to have the following skills and experience:

- Good levels of literacy and numeracy.
- High standard of verbal & written communication skills when dealing with colleagues, pupils, parents and visitors.
- Able to work effectively and professionally as part of a team.
- Able to follow instructions and adhere to all school policies.
- Organised and able to work methodically, with attention to detail, under the supervision of the Senior Science Technician, Science Subject Leader (site) and Direct of Science.

REQUIRED FOR: 1st September 2025.

APPLICATION CLOSING DATE: 8am on Monday 7th July 2025.

INTERVIEWS TO BE HELD: To be confirmed. During W/C 7th or 14th July 2025.

If you are interested in this vacancy, please email for the application form, job description: mbrown@robertclack.co.uk. If you would like to apply you will need to submit your completed application form by the closing date.

CV's will only be accepted if accompanied by an Application Form.

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers, an online internet search and an enhanced Disclosure & Barring Service check.

ASD Co-Educator

Location:	Jo Richardson Community School, Castle Green, Gale Street, Dagenham, RM9 4UN.
Salary:	Scale 4-5, Approx £25,130-£28,705 (Full time Equivalent £29,346-£32,931)
Hours:	35 hours per week, term time only.
Website:	www.jorichardson.org.uk
Email:	recruitment@jorichardson.org.uk
Closing Date:	Monday 7 th July 2025.
Interviews:	W/C 7 th or 14 th July 2025

Please note that only fully completed Jo Richardson School application forms will be considered. Due to our safeguarding procedures, we do not accept CVs.

JRCS

This is a great opportunity to join an outstanding secondary school as part of a friendly and hard-working department. Established as a brand-new school in 2002, we moved into our award-winning £30 million accommodation in 2005. The school is located within easy reach of central London via the District Line and yet just minutes by car from the Essex countryside.

The school prides itself on providing both teaching and non-teaching staff with effective support to ensure that the professional development needs of all staff are fully met and that there is a high level of challenge in the opportunities they are offered. Wednesday afternoons are devoted to CPD, and the school has a very strong record of developing staff. JRCS is such a special place to work. Staff wellbeing is important to us; we are a caring and supportive school. Staff turnover is low, and staff enjoy being part of our supportive and friendly community.

In 2023/24 JRCS achieved another set of excellent outcomes at both KS4 and KS5. 67% of our students achieved a level 4+ in both English and Maths and 50% achieved a level 5 pass in both English and Maths. At KS5 our A*-C grade was 86%; with 58% achieving A*-B grades. Our Sixth Form continues to work in partnership with four other schools to deliver the highest quality post-16 education pathways for our students.

We pride ourselves on being a truly inclusive school and this is actively underpinned by our motto 'Success for All'. Academic rigour runs alongside a commitment to character education and extra-curricular activities. Our extensive range of extra-curricular activities, together with our educational trips programme is second to none and ensures all students get the chance to extend their academic, social, and cultural experiences outside of the classroom.

In May 2024, Ofsted graded the school as outstanding in every category!

"The work done by this school in supporting pupils to develop into successful young adults is exceptional."

“Behaviour in class is very positive. Pupils work collaboratively in lessons to get the most out of learning. The school is a calm and productive environment.”

This is established through the development of highly positive professional relationships between staff and students that ensures a culture of high aspiration and respect. We are looking for staff who are committed to providing our students with the highest standards of teaching and pastoral care.

SDD/ARP at JRCS

Are you passionate about making a difference in the lives of children with Autism Spectrum Disorder (ASD)?

The Additional Resource Provision at JRCS provides a nurturing and inclusive learning environment where every child is supported to reach their full potential. We are currently seeking a dedicated and empathetic ASD Co-Educator to join our passionate team and provide tailored support to students with Autism Spectrum Disorder (ASD).

Please log onto our website www.jorichardson.org.uk for further details about the school, this post, a link to our recent Ofsted report and the application process itself. All applications should be made online by clicking the 'Apply Now' link. Please contact Margaret Stone or Vicky Garland on recruitment@jorichardson.org.uk if you wish to arrange a visit to the school.

Closing date: 8am on Monday 7th July

Interviews: Monday 14th July

Headteacher: Lisa Keane

Castle Green, Gale St, Dagenham, Essex, RM9 4UN

JRCS is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to apply for an enhanced DBS disclosure.

School Cleaner

Location:	Barking Abbey School, Longbridge Road, Barking, Essex, IG11 8UF.
Salary:	Scale 2 (Pt3 £14.38ph - Pt4 £14.59ph) to be pro rata'd in addition to pension benefits and holiday pay.
Hours:	13.75 hours per week (Monday to Friday, Term Time only) (additional hours optional in holiday periods).
Contract:	Permanent.
Required:	September 2025.
Email:	<u>Jobs@barkingabbeyschool.co.uk</u>
Closing Date:	Friday 11 th July 2025.
Interviews:	To be confirmed.

Are you looking for a part time role that fits around other commitments?

Would you like a job that makes a difference to the lives of Students in a school that is passionate about providing the very best opportunities for all?

If so, this could be the role for you...

We are looking for cleaners to work as part of our premises team who are fundamental to the daily smooth operation of the school.

Morning and Evening shifts are available to suit your needs

Working hours can be selected from any of the following:

Monday to Friday:

05.30 to 08.15

15.30 to 17.45

The position offers an attractive remuneration package, good employment terms the provision of uniform. Induction training and on- going training and development opportunities.

In return we can offer:

- A school where we get to know our students and staff well, find out what they are good at and develop their talents.
- A supportive and encouraging staff team.
- Great Career development opportunities.
- Onsite training development and support.
- The opportunity to access a wide range of CPD opportunities within and beyond school.
- A school which understands the importance of staff well-being and workload management.

Barking Abbey is an Ofsted Outstanding heavily over-subscribed dual campus secondary school in the London Borough of Barking and Dagenham, with a well-deserved reputation for academic excellence and a supportive professional environment.

The school is located less than 10 minutes' walk from Upney tube and 15 minutes from Barking mainline station.

Barking Abbey celebrates its diversity, and we positively welcome applications from all sections of the community. If you are interested in making a difference in young people's lives whatever your background or history, please apply.

We are proud that Ofsted recently judged the school to be Outstanding in all areas. The report states: "This is a large and diverse school where difference is valued. Pupils, and students in the sixth form, are supportive and respectful of each other. Pupils' conduct is exemplary, both inside lessons and around the school. Leaders have established simple and clear rules that everyone understands. Pupils are focused, engaged and participate well in lessons. Staff feel that their workload and well-being has been carefully considered by leaders. They appreciate their open-door policy". (Ofsted, February 2024)

Please click here to find out more information about what it is like to work at Barking Abbey: <https://www.barkingabbeyschool.co.uk/home/join-us/staff-vacancies/>

For an application form and further details, please contact the school on:

Jobs@barkingabbeyschool.co.uk

Closing Date for Applications: 11th July 2025

Interview Date: TBC

Please apply via Tes. The link is below:

[School Cleaner, Barking and Dagenham - Tes Jobs](#)

Barking Abbey is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer. This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants. Online searches may be conducted for all shortlisted candidates and will be conducted for all successful candidates as part of our due diligence checks.

School ICT Manager

Location:	Trinity School, Heathway Dagenham, RM10 7SJ
Salary:	PO1, Point 27 £35,475 (Actual Salary)
Hours:	35 hours per week term time, plus 5 days, Monday to Friday 8am-4pm
Required:	ASAP
Email:	hr@trinity.bardaglea.org.uk
Closing Date:	Friday 22 nd August 2025 at Midday
Interviews:	W/C 6 th September 2025

Trinity School is an all age (3 to 19) modern, vibrant Special School catering for the needs of students who have a wide range of learning difficulties including moderate, severe, profound and complex. A number of our pupils also have an Autism Spectrum Condition (ASC).

Trinity School is seeking a proactive, experienced, and solution-focused ICT Manager to lead the strategic development and operational management of our IT systems. This is a key leadership role that underpins the delivery of outstanding teaching, learning, and administrative support across the school.

We are looking for someone with strong technical expertise, proven leadership capabilities, and a clear vision for how technology can enhance education. The successful candidate will be instrumental in ensuring that our IT provision is robust, secure, and forward-thinking.

Key Responsibilities

- Lead the development and implementation of the school's IT strategy and infrastructure projects.
- Manage all aspects of the school's network, servers, cloud services, cybersecurity, and hardware.
- Oversee day-to-day IT support and line-manage the ICT Technician, including appraisals and development.
- Ensure the effective running of core systems such as MIS (SIMS), FMS, and audio-visual platforms.
- Manage IT budgets, procurement, and contracts with external vendors and service providers.
- Deliver training and support for staff on IT systems and software use.
- Ensure full compliance with GDPR and data protection regulations.
- Maintain and update the school website and associated digital platforms.
- Liaise with external IT providers and represent IT matters at senior leadership meetings.

Essential Requirements

- Microsoft Certified Solutions Expert (MCSE) or equivalent professional certification
- Or a relevant degree in Information Technology, Computer Science, or a related field
- Strong technical knowledge of IT networks, systems, and security
- Experience in leading and managing IT operations and staff
- Excellent interpersonal, communication, and problem-solving skills

- A flexible, service-oriented approach with a commitment to supporting the school community
- Experience with educational IT systems is highly desirable

We Offer

- A supportive and collaborative school environment
- Opportunities for professional development
- A key leadership role with the ability to shape the future of digital learning at Trinity School

Visits to the school are warmly welcomed and encouraged. Please contact HR at: hr@trinity.bardaglea.org.uk to arrange a suitable time.

All applications should be made on the Trinity School application form available from the school website on

<https://trinityschool.face-ed.co.uk/Vacancies>

CVs will not be accepted and should not be submitted

Only those applicants that are shortlisted will be notified of the interviews

Trinity School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. **All shortlisted candidates will undergo online searches, and their referees contacted prior to the interview.**

An enhanced criminal record check via the DBS will be undertaken for the successful candidate.

This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check will be undertaken on all applicants.

Inclusion Support Officer

Location: Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT
Salary: Scale 4 point 7-10 (£25,242 - £26,347).
Hours: Term time only.
Website: www.sydneyrussellschool.com
Email: office@sydneyrussellschool.com
Closing Date: Friday 11th July 2025, Early applications are encouraged.

PURPOSE OF JOB:

We are seeking to appoint an enthusiastic and passionate individual to join our Pastoral and Inclusion team. The core purpose of the role is to enhance the capacity of both teams and support the smooth running of the school. The successful candidate will supervise and guide students throughout the school day, ensuring consistent provision and high standards of care and behaviour at all times.

The successful applicant will work under the direction of the Vice Principal for Inclusion.

MAIN ACTIVITIES:

- Work as part of the wider pastoral support network.
- Be a member of the First Aid team.
- Support the Pastoral Teams by carrying out well-being check-ins for allocated students.
- Act as a Student Marshall when required, including supervising during break times and lesson changeovers, dealing with incidents of inappropriate behaviour, and intervening swiftly to prevent escalation.
- Patrol the local community as part of the Student Marshall team.
- Act as an Inclusion Coordinator when required. This includes supervising and managing student behaviour in designated inclusion and relocation areas, as well as supervising after-school detentions.
- Act as a Fire and Lockdown Marshall when required.
- Support the Learning Support Centre (LSC) by covering staff breaks or absences. This includes supervising students in the LSC and investigating incidents promptly and effectively.
- Implement school policies on Equal Opportunities, Anti-Bullying, Child Protection, and Behaviour, and report any concerns through the appropriate school communication systems.
- Be flexible in responding to the needs and demands of the role, including fulfilling duties beyond normal working hours when necessary.

We expect our Inclusion Support Coordinator to:

- Always expect the best from pupils.
- Make it clear to pupils what is expected from them.
- Reward and praise pupils when they do the 'right' thing.
- Value pupil's efforts and achievements.
- Make time to get to know individual pupils.

- Avoid personalising individual behaviour problems – be hard on the incidents but caring towards the pupil
- Treat difficulties as an issue between you and the pupils, not just them!
- Be prepared to change what you do, to change pupil behaviour.
- Be loyal to the pupils and staff at the school.
- Remain professional at all times, maintain composure and be prepared to be able to reset relationships after an incident.
- Always report in writing incidents that occur during the day.
- Always make your Line Manager aware of any problems that may escalate into an incident, giving them the opportunity to defuse the situation.

To apply please complete the online application form and email to:

recruitment@sydneyrussellschool.com

We are committed the safety and welfare of all children and expect all staff and volunteers to share this commitment. A fully enhanced clear DBS is essential for this post.

Higher Level Teaching Assistant

School:	Eastbrook School, Dagenham Rd, Dagenham, RM10 7UR.
Salary:	Scale 6 (Pt 18-20, £34,416-£35,448) To be pro rata'd.
Hours:	35 Hours Per Week, Term Time only.
Contract Type:	Permanent
Required:	September 2025
Email:	Jobs@eastbrookschoo.org
Closing Date:	11 th July 2024
Interviews:	W/C 16 th July 2025

A fantastic opportunity has arisen for an inspirational HLTA to join us on our continued journey towards excellence.

Eastbrook School is an all-through school in Dagenham, and we are looking to recruit an enthusiastic Higher Level Teaching Assistant to join our team within the SEND Department and our Additional Resource Provision.

The successful candidate will have an HLTA qualification and be responsible for agreed activities. This may include planning, preparing and delivering activities and interventions for individuals/ groups and for monitoring, recording, assessing and reporting on pupil achievement, progress and development.

There will be an opportunity to lead on an agreed area and further training will be provided, if necessary. You must be a strong communicator and team player and able to engage effectively with the pupils, their families and staff.

The successful candidate would be expected to be a First Aider (training provided

The successful candidate will:

- Someone who holds an HLTA qualification
- Educated to GCSE level C or above in English and Maths
- Confident, enthusiastic and have a passion for learning alongside valuing continuing CPD
- Able to demonstrate excellent English skills (clear written and spoken English) along with good reading, writing and numeracy skills
- Someone who has high expectations of behaviour and achievement for all pupils
- Creative and able to make a difference
- Committed to securing good outcomes for all pupils
- Able to build good working relationships with staff, pupils and their parents/ carers

In return we offer:

- A Good school with a welcoming and supportive community.
- A student-centred, progress focused ethos.
- The opportunity to work with passionate, hardworking and supportive staff.

- A supportive and committed Leadership Team and Governing Body.
- A commitment to develop your skills through continued professional development.
- Purpose built specialist learning environment with industry level resources.
- A school which understands the importance of staff well-being and workload management.

For an application form and further details, please contact the school on:

Jobs@eastbrookschoo.org

Closing Date for Applications: 11th July 2024

Interview Date: W.C: 16/7/25

Please apply via Tes. The link is below:

[Higher Level Teaching Assistant, Barking and Dagenham - Tes Jobs](#)

Eastbrook is an all through school. Whilst staff may be primarily based in secondary or primary, there is an expectation that staff contribute to and work across all key stages. Eastbrook School is committed to safeguarding and promoting the welfare of children and is an Equal Opportunities Employer.

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including Disclosure check, will be undertaken on all successful applicants.

SEND Project Youth Worker (18-25 age group)

Location: Ab Phab Youth Club, Vibe Youth Centre, Becontree Avenue, Dagenham, RM8 2UT
Salary: LLW - £13.85p/h.
Hours: Wednesday evenings 6pm – 9pm. *Possibility of further hours. This could include additional evening sessions, events or weekend trips.*
Website: www.abphabyouthclub.org.uk
Email: louiseh@abphabyouthclub.org.uk
Closing Date: Friday 18th July 2025.

Due to the success of the project, we are looking to recruit an additional youth worker for our 18-25 life skills and employability 'Evolve' Project!

Young people take part in a range of workshops, projects, activities and trips aimed at boosting soft skills, employability and having fun!

Main Duties

- Work with young adults in a group, and on a 1-1 basis, to identify next steps and achieve session/workshop outcomes.
- Work with young adults to remove barriers in accessing youth provision and facilitate the inclusion of all young people in activities, recognising individual needs.
- Work with young adults on trips and events to access community facilities and improve their confidence.
- Mentoring individual young adults where appropriate to achieve set goals and targets for progression.
- Support Deputy Manager in the creation of tailored resources to support the young adult's participation in sessions/workshops.
- Attend regular training to maintain up-to-knowledge of safeguarding and other key skillsets required for the role.
- Ensure that the young adults are motivated and have fun!

For more information or to request a full application pack please contact Louise Harris on:

louiseh@abphabyouthclub.org.uk