SCHOOL VACANCY BULLETIN

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Promoting Equal Opportunities and Celebrating Diversity
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**All Through School**
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**External adverts based in Barking and Dagenham**
Midday Assistant

Location: Manor Longbridge/Manor Infant, 40 Scholars Way, Dagenham, RM8 2FL
Hours: 6.25 hours per week
Email: office@manor-i.bardaglea.org.uk
Salary: £10.79 per hour

‘We provide all our children with a challenging, engaging and safe environment which promotes a lifelong love of learning’.

The Governors would like to appoint a Midday Assistant to work at either Manor Longbridge School or Manor Infant School.

Duties will include:

- Collecting your class from the class teacher, ensuring correct numbers.
- Supervising the children collecting their lunches, ensuring they receive the correct food with regards to dietary requirements.
- Supervising (and joining in where appropriate) playground games.
- Supervising the group of children during wet lunchtimes, eg. reading stories/poems, playing games etc within the classroom.
- Ensuring appropriate social skills i.e. table manners.
- Attending to minor first-aid (cuts/grazes), referring to one of the school’s trained First Aiders for more serious accidents.

Previous experience of working with children in a school setting or child related organisation is desirable.

Application forms, further details and the person specification are available from Miss Jones 0208 724 1111 or please email njones@manor-i.bardaglea.org.uk

Closing date 30th November 2018 @ 3.30pm – No emails will be accepted after this time.

We do not accept CV’s.

Only those applicants who have been shortlisted will be notified.
Teaching Assistant

Location: Thames View Infants, Bastable Avenue, Barking, IG11 0LG
Hours: 26.6 hours (8.55-3:15 daily) term-time only
Contract: Permanent/ Fixed Term Contract until 31st August 2020
Salary: Scale 3-4 (depending on experience and role) (£12,804-£13,226)
Required: ASAP

Directors are looking to appoint a child-centred and caring Teaching Assistant/s to undertake different roles within School.

Recent practical experience of teaching high quality support work across EYFS and KS1 (or lower KS2) is desirable, although all applications would be considered. Relevant experience of working with children with complex emotional needs and implementing behaviour plans confidently would be an advantage but not essential.

You will be keen to work with children within a Primary or Infant setting and have an insight into how focussed support can help maximise attainment and support those with individual needs. You will have good communication skills, be able to embrace change and take advice. You will be motivated and really care about children. You will have good ICT skills and a passion for helping children reach their full potential. Good communication and oracy skills are essential. You will help to make a difference to the lives of our children and their families.

Flexible lunchtime arrangements are helpful.

The post holder's key responsibilities will be to:
Support children within class;
As directed, provide support in class alongside our existing Teaching Assistants implementing support programmes.
Implement and maintain effective support for children with BESD and their families;
Work in partnership with the Class Teacher, the Inclusion Leader, SENCo, CP Officer, Parent Support Officer and Key Leaders when implementing this provision.

As the successful candidate you will:
Have good literacy skills;
Have high expectations for all children and for the staff who work with them
Have good empathy, interpersonal skills and an ability to act upon advice and support;
Have the ability to work as part of the whole school team;
Be able to effectively self-manage your time and workload in a diverse role;
Be dedicated to listening to our children and helping them to grow.
Demonstrate a commitment to your own professional development.

Accordingly, we will offer you:
An opportunity to work within an Outstanding Academy, a growing Multi Academy Trust, with additional incentives for running after-school clubs
A diverse and vibrant demographic, with a team of aspiring professionals representing a rich ethnic-blend
A career opportunity within an up and coming locality, with recent regeneration initiatives and good transport links to central London
Visits to school are most welcome – to arrange or for more information please call Kelly Ager on 020 8270 4317.

Please download all application documentation from http://thamesviewinfants.org/about-us/about-tvi/vacancies, which should be returned electronically to Kelly.Ager@TVIacademy.org (including “Teaching Assistant” in the subject line). Please note, CVs will not be considered. For visit arrangements and further details, please arrange via the same email address.

Closing date noon, Monday 10th December 2018.
Interviews will take place wb 10th December 2018.

Thames View Infants was judged as “Outstanding” by Ofsted in April 2014 for the second time and is a National Support School/National leader in Education. Remaining committed to working within the local family of schools and locally agreed HR policies, Thames View Infants converted to Academy Status in September 2012 and more recently became part of the TVI Learning Multi Academy Trust. We comply fully with the ethos of safer recruitment and undertake all relevant checks, including enhanced DBS clearance.
**Midday Assistants x2**

**Location:** Thames View Junior School, Bastable Avenue, Samuel Ferguson Place, Barking, IG11 0LG

**Hours:** 9.5 Hours per week (11:45am-1:30pm)

**Email:** jabrahams@thamesview-j.bardaglea.org.uk

**Salary:** Scale 1, Point 6-11 (£19,611 - £19,896)

Thames View Junior School are looking to appoint two Midday assistant’s to join our wonderful inclusive team.

Duties will include:

- Supervising the children during their lunch break either in the hall or outside on the playground.
- Ensuring appropriate social skills i.e. Table manners
- Attend to any first aid requirements - Training will be provided.
- Supervising groups of children during wet play.
- Supervising and joining in where appropriate in playground games
- Collecting classes from the teacher and ensuring numbers are correct.

Previous experience of working with children in a school setting is desirable but not essential. A first aid qualification is desirable but not essential as training can be provided.

For an application form please email the Business Manager; jabrahams@thamesview-j.bardaglea.org.uk CV’s will not be accepted.

Please note if you have not been invited in for interview within four weeks of the closing date of this advert on this occasion your application will have been unsuccessful.

**Closing date: 30th November 2018- noon.**

*Partnership Learning is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. 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.*
Administrator

Location: Thames View Junior School, Bastable Avenue, Samuel Ferguson Place, Barking, IG11 0LG

Hours: 25.25 hours per week (8:30am - 1pm) Term time only

Email: jabrahams@thamesview-j.bardaglea.org.uk

Salary: APT&C Scale 3.14 Actual Salary £12,530 per annum

Located in the southern end of the borough, Thames View Junior School benefits from being part of Partnership Learning a local but rapidly growing Multi Academy Trust. The school shares expertise and CPD opportunities across its family of schools meaning there is always room for growth and career development.

This is an exciting opportunity for creative, resilient and flexible Administrator who wants to be part of a creative and forward thinking school team. Our pupils need skilled staff who they can learn to trust to ensure that our children achieve what we know they are capable of whilst providing them with an exceptional all round curriculum and wider opportunities.

The ideal candidate will have previous administration experience in a school environment although candidates without this experience are also encouraged to apply for this role if your skillset meets the requirement of this post.

He or she will be supported in post by:

- A School Business Manager who will be their Mentor.
- Tailored CPD and opportunities for continual growth and development.
- A supportive Trust with successful experience of maintaining high standards and expectations

Further details and an application pack may be obtained by emailing the School business manager; jabrahams@thamesview-j.bardaglea.org.uk Please note C.V.s will not be accepted.

Please note if you have not been invited in for interview by the interview date on this occasion your application will have been unsuccessful.

Closing date for applications: 12 Noon on 3 December 2018

Interviews will be held w/c: 10 December 2018

Partnership Learning is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. 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.
Please note if you have not been invited in for interview by the interview date on this occasion your application will have been unsuccessful.
Class Teacher and Leader of Learning

Location: Monteagle Primary School, Burnham Road, Dagenham, Essex, RM9 4RB
Email: dbaker@monteagle.bardaglea.org.uk
Salary: Main pay scale

At Monteagle Primary School we believe that a truly outstanding school is one that enables all children to achieve their best. One where academic attainment is high and the academic progress of individuals is maximized. We are looking for an inspirational teacher to work within our team. You will share our core values of curiosity, perseverance, integrity, creativity and fairness, and have a passionate desire to help create a truly outstanding school.

You will:

• Be an excellent practitioner who inspires your pupils and colleagues and is curious to keep improving.
• Be an experienced or aspiring leader who can innovate in pursuit of excellence.
• Believe that every child in our school can, and will, succeed.
• Enjoy the challenge of, and be committed to, teaching a rigorous, skills-based and knowledge-rich curriculum.
• Share Monteagle’s core values of curiosity, perseverance, integrity, creativity and fairness.
• Be excited by the potential of character education.
• Have an enthusiastic and positive approach to school life.
• Want to work in a school at the heart of the community and cultivate relationships with local families.
• Have a strong ethos of service and the desire to work collaboratively with partner stakeholders, agencies and peers within and beyond the school.
• Have the highest ambitions for our pupils, the school, and yourself.

We will offer you:

• Challenge matched by reward.
• A unique professional development programme including regular coaching, extended weekly PPA and support to pursue further study.
• A happy and supportive working environment with the highest expectations of pupil and teacher flourishing.
• If this advert matches your vision and you are excited by the possibility of taking on the role of class teacher at our school, then we’d love to hear from you.
• Visits to the school are encouraged and can be arranged by contacting Dawn Baker, email dbaker@monteagle.bardaglea.org.uk, telephone: 020 8270 4614.

Closing date 30th November 2018

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a Criminal Records Bureau Disclosure at Enhanced level, will be undertaken on all applicants.
We welcome applications from all sections of the community, regardless of gender, race, religion, disability, sexual orientation or age.
Assistant Headteacher

Location: Northbury Primary School, Barking, IG11 8JA
Email: office@northbury.bardaglea.org.uk
Salary: L7- L13 Inner London Pay Range
Contract: Permanent, full time experienced teacher.
Required: January 2019 or April 2019

Do you want to be part of a committed team of practitioners, who strive for excellence in all areas? Then come and join us at Northbury Primary School. We are seeking to appoint an experienced, dynamic and forward thinking individual, as Assistant Headteacher, who has a proven track record of raising standards for all pupils. This is an exciting opportunity for an ambitious leader with the skills to lead, implement change and gain the experience of being a strategic member of the Senior Leadership Team.

You will be responsible the overseeing Curriculum development across the whole school and be phase leader for year 5 & 6, initially. You will be an exceptional classroom practitioner; innovative and inspiring for the pupils and staff you lead. You will have drive and energy, coupled with a desire to take our Curriculum at Northbury to a level which reflects the highest aspirations and opportunities available.

We offer:
• A diverse, friendly and supportive community of staff and children.
• A dynamic, dedicated and hardworking team committed to school improvement
• Well behaved and hardworking children who are keen to learn
• A school committed to professional development and equality for all staff.

Visits to the school are strongly encouraged. Please contact the school to arrange a visit, on 0208 270 4637 or by email on office@northbury.bardaglea.org.uk.

To Apply

For an application form and further details, please contact the school on office@northbury.bardaglea.org.uk.

Closing date for applications: Monday November 26th 2018 at 12 noon
Interviews: Week commencing Monday 3rd December 2018

Northbury 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
KS2 Class Teacher for children with SEMHD

Location: Cambell Primary Centre, The James Cambell Primary School, Langley Crescent, Dagenham, RM9 6TD
Email: rseaton@cambell.bardaglea.org.uk
Salary: MPS + SEN 1

CPC is a specialist provision for up to 16 primary aged children with significant social, emotional and mental health difficulties.

An exciting opportunity has arisen for a skilled and dedicated primary practitioner to join our talented, supportive team at Cambell Primary Centre - providing a safe, nurturing and stimulating centre for learning for some of our most challenging and vulnerable young people.

Does this sound like you...?
- Skilled in managing pupils with SEMHD
- Child centred
- Creative, flexible, resilient and energetic
- A strong team player
- Able to work closely with parents and other agencies
- A great sense of humour
- Excellent interpersonal and reflective skills
- Excited by the idea of working in a small, nurturing and supportive environment
- Have a “soft spot” for those children whose SEMHD exceed what the mainstream classroom can offer

If you are interested in joining us, please contact Lisa Cooper, Centre Manager on 020 87241597 or rseaton@cambell.bardaglea.org.uk to arrange a visit, for an informal chat. For an application pack please contact Miss W Trimmer on office.cambell@bdcs.org.uk

Closing date: Friday 30th November 2018
Interviews: Week commencing 10th December 2018

‘The Council operates a no smoking policy and offers a smoke free work environment’
"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"
Teaching Assistant

Location: Cambell Primary Centre, The James Cambell Primary School, Langley Crescent, Dagenham, RM9 6TD
Hours: 35 hours per week
Contract: Term time only
Email: rseaton@cambell.bardaglea.org.uk
Salary: Scale 4 £17,535-£19,027 pro-rata

This is an exciting opportunity for experienced Teaching Assistants to work in a specialist provision for primary children.

We are looking for a positive and caring person who will thrive as part of an enthusiastic and friendly team.

Does this sound like you?

• Would like to make a real difference in the lives of vulnerable children
• Experienced in working with primary aged children
• Skilled in working with and managing pupils with SEMHD
• Creative, flexible, reflective, resilient and energetic
• A strong team player
• A desire to understand children’s behaviour
• Excellent inter-personal and communication skills
• A great sense of fun
• Excited by the opportunity to do something a little different

We are a specialist provision for primary aged children with social, emotional and mental health difficulties who are either at risk of, or experiencing, exclusion from mainstream school. We are based within an inclusive mainstream setting and provide time-limited, therapeutic, educational intervention for pupils, their families and schools.

For an informal chat, to arrange a visit or to request an application pack, please contact Rebecca Seaton (Centre Manager) at rseaton66.301@bdcn.org.uk or on 020 87241597

Closing date: 30th November 2018
Interviews: Week beginning 10th December 2018
Class Teachers

Location: The James Cambell Primary School, Langley Crescent, Dagenham, RM9 6TD
Contract: Full time permanent
Email: office.cambell@bdcs.org.uk
Salary: M1-M6 Up to UPS 3

We are looking for outstanding class teachers to work in KS1 and Upper KS2, who are excellent classroom practitioners to join our friendly and motivated school community.

It is essential that you:

- Are an experienced and enthusiastic class teacher who is fully committed to a school ethos of high achievement and excellent classroom practice.
- Demonstrate a good working knowledge of the curriculum.
- Have excellent maths and English knowledge.
- Are able to work in collaboration to instigate and lead innovative practice.
- Understand the importance of parental and community involvement.
- Possess good organisational and communication skills.
- Have experience of or be committed to inclusion within the mainstream setting.

In return for your experience, enthusiasm and commitment, we offer the opportunity to fulfill your ambitions and potential within a team of hardworking, dedicated staff, governors and supportive parents.

Closing date: Friday 30th November 2018
Interview date: Week Beginning 10th December 2018
School Business Manager

**Location:** William Bellamy Primary School, Frizlands Lane, Dagenham, RM10 7HX

**Hours:** 35 per week x 52 weeks per year

(It is a requirement of the role to attend termly Governing Body Meetings in the evening)

**Email:** office@w-bellamy.bardaglea.org.uk

**Salary:** P04

**Start:** 14th January 2019

Due the retirement of our current School Business Manager William Bellamy Primary School are seeking to appoint a School Business Manager from January 2019.

William Bellamy Primary School is a 5 form entry school in Dagenham. We are a vibrant and lively school with a well-established staff and Leadership Team. The school is welcoming and relationships are extremely positive. The SBM and Headteacher work closely together to ensure that the school is financially stable and we are well supported by the school's Governing Body.

William Bellamy Primary School is part of the ‘PACE Trust’ with 7 local Primary Schools. Being part of the trust, whilst remaining as a maintained school, allows us to work collaboratively with local schools whilst maintaining a positive relationship with the Local Authority. As part of the Trust work the School Business Managers/Finance Officers meet regularly to share good practice, receive Continued Professional Development and facilitate joint procurement and financial benchmarking to ensure best value. This group offers a great network to ensure that support is always available.

We wish to appoint a highly motivated person with financial expertise, preferably within an educational setting, who has the ability to work within a dynamic school environment. The School Business Manager will provide strategic leadership in the areas of Finance, Buildings and Premises, Health and Safety, HR and Administration staff (approx. 10). He / she will liaise regularly with Governors, the Local Authority and work alongside the Head Teacher on a day-to-day basis.

**The successful candidate will:**

- Have proven experience of managing finance, and hold a Certificate of School Business Management from National College for School Leadership (NCSL).
- Possess a secure understanding / experience of the SVFS standards.
- Excellent communication, presentation and interpersonal skills.
- The desire to join the Senior Leadership team of the school and work in conjunction with the Head Teacher and Governing Body to secure high standards of achievement and progress for every child.
- Be able to provide professional leadership and management to those you line manage
- Manage a varied and interesting workload; the ability to think strategically, prioritise and meet deadlines whilst maintaining professionalism is key.

*Please see Person Specification for further requirements*
In return, we offer:

- Amazing children who deserve the best and rise to every challenge.
- A dedicated, welcoming, highly motivated staff team committed to our school and every child in it.
- A strong commitment to professional development.
- Parents and Governors who value every aspect of the work of the school.
- Collaborative working with other SBM through the PACE Trust.
- A significant handover from current SBM

Potential applicants are warmly encouraged to visit. Please contact Ann Darkins in the school office to make an appointment to meet the Head Teacher and tour the school.

We are an equal opportunities employer.

Application packs can be downloaded from the school website. We encourage you to browse our website to further gain a sense of who and what we are about: www.williambellamy.co.uk

Completed forms should be sent to office@w-bellamy.bardaglea.org.uk

Closing date: Monday 3rd December 2018
Shortlisting: by Friday 7th December
Interviews: Week Commencing 10th December 2018

The School is committed to safeguarding and promoting welfare of children and young people and expect all staff and volunteers to share in this commitment. The successful applicant will be subject to a Disclosure & Barring Check.
Teaching Assistant

Location: Marsh Green Primary School, South Close, Dagenham, Essex, RM10 9NJ
Hours: 27.5 hours per week (term time only)
Email: office@marshgreen.bardaglea.org.uk
Salary: APT&C Scale 4 (inner London, pro rata)
Start: January 2019

We are seeking to appoint an enthusiastic, self-motivated individual to support pupils in class and across the curriculum. The candidate must have experience of working with children and a flexible can-do attitude toward supporting the needs of pupils and the school. They will work in collaboration with class teachers and other learning support staff to plan and deliver support for pupils.

Marsh Green is a good two-form entry primary school in Dagenham. Pupils' standards of behaviour and achievement are exceptionally high. The school has an excellent reputation in both the local and wider communities. Staff work collaboratively to support each other and ensure that standards remain high in all areas. This is an ideal school for anyone wishing to work in a secure, supportive environment in which individuals are respected and valued.

Visits to the school are welcomed by appointment. A job description, person specification and application form can be found at www.marshgreenprimary.com/job-vacancies/

Please send completed applications to office@marshgreen.bardaglea.org.uk including TA APPLICATION in the subject line. We regret that we are unable to reply to unsuccessful applicants. Candidates selected for interview will receive an invitation by reply email. We look forward to receiving your application soon.

Closing Date: 12:00, Thursday, 6th December 2018
Interview Date: Tuesday, 13th December 2018

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including an enhanced disclosure and barring service (DBS) check, will be undertaken on all successful applicants.
SEN Teaching Assistant

Location: Marsh Green Primary School, South Close, Dagenham, Essex, RM10 9NJ
Hours: 27.5 hours per week (term time only)
Contract: Fixed term contract with possibility of extension
Email: office@marshgreen.bardaglea.org.uk
Salary: APT&C Scale 4 (pro rata)
Start: January-July 2019

We are seeking to appoint an enthusiastic, self-motivated individual for a temporary role supporting pupils with high complex needs to access the curriculum in school and delivering interventions. The candidate must have experience of working with children who experience social difficulties and a flexible can-do attitude toward supporting the needs of pupils and schools. The role is individualised and calls to the school are welcome to discuss the requirements further.

The role will be supporting specific pupils, primarily 1:1 or small group based, who will likely leave the school at some point in the near future, which is the reason for this appointment being fixed term only.

Marsh Green is a diverse, recently expanded, two-form entry primary school in Dagenham. Pupils’ standards of behaviour and achievement are exceptionally high. The school has an excellent reputation in both the local and wider communities. Staff work collaboratively to support each other and ensure that standards remain high in all areas. This is an ideal school for anyone wishing to work in a secure, supportive environment in which individuals are respected and valued.

Visits to the school are welcomed by appointment. A job description, person specification and application form can be found on the job vacancies page of our web site: www.marshgreenprimary.com/job-vacancies/

Please send completed applications to office@marshgreen.bardaglea.org.uk including SEN TA APPLICATION in the subject line. We regret that we are unable to reply to unsuccessful applicants. Applicants selected for interview will receive an invitation by reply email. We look forward to receiving your application soon.

Closing Date: Thursday, 6th December 2018
Interview date: Tuesday, 11th December 2018

This post is exempt from the Rehabilitation of Offenders Act 1974 and a comprehensive screening process, including an enhanced disclosure and barring service (DBS) check, will be undertaken on all successful applicants.
CASUAL COVER SUPERVISORS

REF: 0078
Location: Barking Abbey School, Sandringham Rd, Barking, IG11 9AG
Start Date: ASAP
Salary: Scale 5 – £12.21 per hour (Term time only)
Required: When a need arises during term time (Ongoing advert)
Website: www.barkingabbeyschool.co.uk

An exciting opportunity has arisen at Barking Abbey School for Casual Cover Supervisors to work under the guidance of teaching staff and within an agreed system of supervision, to implement work programmes with individuals/groups in or out of the classroom including the supervision of whole classes during the short term absence of teachers. Experience of delivering practical PE lessons for a range of abilities is desirable.

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk

Only fully completed application forms will be accepted, CV applications will not be considered.

Shortlisting: ongoing

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.
CASUAL KITCHEN ASSISTANTS

REF: 0019
Location: Barking Abbey School, Sandringham Rd, Barking, IG11 9AG
Salary: £9.82 - £9.87 per hour (as and when required – term time only)
Required: When a need arises during term time (Ongoing advert)

Barking Abbey School are seeking casual (as and when required). This position is not a permanent full time or part time role; the role holder will be asked to work when a need arises during term time.

Kitchen Assistants to assist the Cook with kitchen services including food preparation, simple cooking, pot and dish washing, preparation and cleaning of kitchen and dining room areas and assisting with food service.

The role holder will be required to demonstrate creative skills to resolve routine issues in the preparation and serving of food. This will include following guidelines, recipes and other processes required for the delivery of high quality food service provision. Experience of working in a kitchen environment is essential as well as having a basic food hygiene certificate (although training to obtain this qualification will be provided if necessary).

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk

Only fully completed application forms will be accepted, CV applications will not be considered.

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.
KITCHEN ASSISTANTS

REF: 0019  
Location: Barking Abbey School, Sandringham Rd, Barking, IG11 9AG  
Salary: Casual (hourly paid) during term time only, £9.82 - £9.87 per hour  
Required: As and when required

Barking Abbey School are seeking casual (as and when required). **This position is not a permanent full time or part time role; the role holder will be asked to work when a need arises during term time.**

Kitchen Assistants to assist the Cook with kitchen services including food preparation, simple cooking, pot and dish washing, preparation and cleaning of kitchen and dining room areas and assisting with food service.

The role holder will be required to demonstrate creative skills to resolve routine issues in the preparation and serving of food. This will include following guidelines, recipes and other processes required for the delivery of high quality food service provision. Experience of working in a kitchen environment is essential as well as having a basic food hygiene certificate (although training to obtain this qualification will be provided if necessary).

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk

**Only fully completed application forms will be accepted, CV applications will not be considered.**

Completed applications should be sent to Human Resources at jobs@barkingabbeyschool.co.uk

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.
CASUAL COVER SUPERVISORS

REF: 0078
Location: Barking Abbey School, Sandringham Rd, Barking, IG11 9AG
Salary: Scale 5 (£12.33 per hour)

An exciting opportunity has arisen at Barking Abbey School for Casual Cover Supervisors to work under the guidance of teaching staff and within an agreed system of supervision, to implement work programmes with individuals/groups in or out of the classroom including the supervision of whole classes during the short term absence of teachers. Experience of delivering practical PE lessons for a range of abilities is desirable.

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk

Only fully completed application forms will be accepted, CV applications will not be considered.

Completed applications should be sent to Human Resources at jobs@barkingabbeyschool.co.uk

Shortlisting: Ongoing
Interviews: TBC

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.
Examination Invigilators

Ref: 0186
Location: Barking Abbey School, Sandringham Road, barking, Essex, IG11 9AG
Salary: Scale 3, SP 17 (£11.22 per hour)
Contract: 0 hour contract, casual, as and when required

Barking Abbey has the necessity to increase the number of available Examination Invigilators to its existing pool for the forthcoming Examinations.

Casual positions – As and when required on an hourly basis to support the school during exam periods to provide general supervision to students.

Must have the ability to be flexible with working times and dates.

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk

Completed applications should be sent to Human Resources at jobs@barkingabbeyschool.co.uk

Only fully completed application forms will be accepted, CV applications will not be considered.

Closing date: Friday 21st December 2018.
Interviews: Friday 11th January 2019.

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.
ICT Apprentice

Ref: 0182
Location: Barking Abbey School, Sandringham Road, barking, Essex, IG11 9AG
Salary: Apprentice Scale £140 weekly wage
Contract: Fixed term for 2 years
Hours: 35 per week
Required: ASAP

Apprentice ICT Technician will be responsible for general maintenance of defined computer equipment and for the resolution of identified technical problems. As well as this the apprentice technician will be expected to undertake general tasks which will promote the use of ICT across the curriculum. The job is across both sites and the post holder will be expected to rotate between Sandringham Road & Longbridge Campus on a weekly basis.

About Barking Abbey School:
- A good school with outstanding features (OFSTED 2017)
- Visitors regularly tell us how our students are calm and well mannered
- A school where we get to know our students well, find out what they are good at and develop their talents

Barking Abbey is a heavily over-subscribed split site secondary school in the London Borough of Barking and Dagenham, and has a well-deserved reputation for its friendly and supportive atmosphere and its excellent academic achievements.

Interested applicants should download the core staff application form, found on-line at www.barkingabbeyschool.co.uk and email completed application forms to jobs@barkingabbeyschool.co.uk

Only fully completed application forms will be accepted, CV applications will not be considered.

Closing Date: 2nd January 2019
Interviews: Week Commencing 7th January 2019

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.
Classroom Assistant

Location: Riverside Bridge School, Renwick Road, Barking, IG11 0FU
Salary: Scale 4 £16,780 pro rata
Contract: Term time only
Hours: 35 per week
Required: ASAP

September 2015. This School serves families and pupils in the London Borough of Barking and Dagenham and neighbouring boroughs. It is closely integrated with Riverside Primary School, which also opened in September 2015 and Riverside School, a mainstream secondary school.

Pupils are admitted within the following categories of special needs:
- Autism spectrum disorder (ASD)
- Profound and multiple learning difficulties (PMLD)
- Severe learning difficulties (SLD)

The school works closely with the Local Authority and benefits from support and advice from their partner school, the Outstanding Trinity School.

We offer:
- Continuous professional development and training
- Staff who are keen to share their expertise
- Excellent working conditions and resources
- Opportunities and challenges

Selection Criteria
We are looking for enthusiastic, committed individuals who:

1) Have experience/an interest in working with children with Learning Difficulties
2) Hold an NVQ Level 2 or above (Desirable)
3) Are willing to put the needs of pupils first
4) Are willing to learn a new role

Application forms and further details are available at: the school website www.bridge.riversidecampus.com or bridge@riverside.bardaglea.org.uk and should be returned by email by the closing date below.

Closing date: noon – Monday 3rd December 2018

Riverside Bridge School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. A 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.
Primary/Secondary Trained Teacher

**Location:** Riverside Bridge School, Renwick Road, Barking, IG11 0FU  
**Salary:** Inner London MPS/UPS + SEN Allowance (£2,106)  
**Required:** ASAP

Riverside Bridge School is a new Special School for pupils aged from 4 – 16, which opened in September 2015. This School serves families and pupils in the London Borough of Barking and Dagenham and neighbouring boroughs. It is closely integrated with Riverside Primary School, which also opened in September 2015 and Riverside School, a mainstream secondary school.

Pupils are admitted within the following categories of special needs:
- Autism spectrum disorder (ASD)
- Profound and multiple learning difficulties (PMLD)
- Severe learning difficulties (SLD)

The school works closely with the Local Authority and benefits from support and advice from their partner school, the Outstanding Trinity School.

We offer:
- Continuous professional development and training
- Staff who are keen to share their expertise
- Excellent working conditions and resources
- Opportunities and challenges

We are keen to attract Teachers who can demonstrate an optimistic and aspirational attitude towards our pupils. Although it is desirable that you possess some prior experience of working with pupils with special educational needs, we are also keen for Teachers who may not possess all the skills as yet, but could bring to us a positive “can do” approach and we will train you in the appropriate techniques and strategies. Therefore, applications from Newly Qualified Teachers with an interest in teaching pupils with a wide range of learning difficulties are welcome.

**Selection Criteria**

We are looking for enthusiastic, committed individuals who:

1) Has or will shortly be obtaining Qualified Teacher Status  
2) Has experience of working with pupils with special educational needs or a proven interest in teaching pupils with a wide range of learning difficulties.  
3) Has experience of, or is able to demonstrate the ability to differentiate curriculum delivery for pupils  
4) Has a demonstrable skill to implement individualised goals and objects to address the core features of SEN, based on individual strengths and identified needs  
5) Is able to work as a member of a team as well as an ability to lead and direct Classroom Assistants  
6) Is committed to their own professional development.  
7) Has effective personal organisation, communication and ICT skills.
8) Has a proven record of good to outstanding practice.

Application forms and further details are available from our school website www.bridge.riversidecampus.com and should be returned by email by the closing date below.

Closing date: Noon – 3rd December 2018

*Riverside Bridge School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. A 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.*
Lunchtime Supervisor

Location: Riverside Bridge School, Renwick Road, Barking, IG11 0FU
Salary: Scale 1.8 - £10.20 per hour
Hours: 12.5 hours per week (term time only)
Required: ASAP

Riverside Bridge School is a new Special School for pupils aged from 4 – 16, which opened in September 2015. This School serves families and pupils in the London Borough of Barking and Dagenham and neighbouring boroughs. It is closely integrated with Riverside Primary School, which also opened in September 2015 and Riverside School, a mainstream secondary school.

Pupils are admitted within the following categories of special needs:
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The school works closely with the Local Authority and benefits from support and advice from their partner school, the Outstanding Trinity School.

We offer:
- Continuous professional development and training
- Staff who are keen to share their expertise
- Excellent working conditions and resources
- Opportunities and challenges

Selection Criteria
We are looking for enthusiastic, committed individuals who:

5) Are willing to put the needs of pupils first
6) Have experience/an interest in working with children with Learning Difficulties
7) Are willing to learn

Application forms and further details are available from the school website www.bridge.riversidecampus.com and should be returned by email by the closing date below.

Closing date: noon, Monday 3rd December

Riverside Bridge School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. A 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.
Caretaker

Location: Greatfields School, St Marys, Barking, IG11 7TD
Salary: Scale 4 £20,667 – £22,425
Hours: 35 hours per week, between 10am and 6pm Monday to Friday

We are privileged to be building a school at the heart of the Gascoigne community. Greatfields opened in September 2016 and will grow to become a 10 form entry school with 1800 pupils, including sixth form. We moved into the first phase of our purpose-built new accommodation in January 2018 and will be opening our new Art and Science block in September 2019.

We are looking to appoint a highly motivated, responsible person to work within the premises team. The successful candidate will ensure that the premises and grounds are kept safe, warm, cleaned, properly maintained and will be responsible for the security of the site acting as a registered key holder. You will need exceptional interpersonal skills and be able to deal tactfully and positively with students, staff and members of the public. The ability to follow clear instructions is essential, as is the ability to coordinate contractors under the guidance of the Senior Caretaker. There will be the requirement for occasional overtime and earlier shifts including attending emergency call-outs.

Please read the job description and person specification on the school website and email your completed application form to vacancies@greatfieldsschool.com before 12noon on Wednesday 28th November 2018 if you would like to apply for this role. Please feel free to contact the school if you would like more information or to visit the school and discuss the role in more detail before applying.

vacancies@greatfieldsschool.com
www.greatfieldsschool.com

Closing date: Wednesday 28th November at 12 noon
Interviews: Monday 3rd December 2018

The school is committed to safeguarding and protecting the welfare of children and as such all appointments are subject to an enhanced DBS (CRB) check. Appointments are also subject to satisfactory references/medical clearance.
Cover Supervisor

Location: The Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT
Salary: Scale 5 (22-25) Actual salary £16,695
Hours: 30 per week

We are looking for a Cover Supervisor to work across our Secondary & Primary School sites.

Main Duties:
- Supervise work that has been set for the class
- Manage the behaviour of the pupils they are supervising to ensure a constructive environment
- Respond to any questions from pupils about process and procedures and offer explanations of lesson content within their level of competence
- Implement the School Code of Conduct to include Equal Opportunities, Anti-Bullying, Child Protection and Behaviour
- Deal with immediate problems and emergencies according to the school’s Policies and Procedures
- Collect completed work after the lesson and return to appropriate teacher/department
- Other administrative duties appropriate to the abilities and experience of the member of staff

Sydney Russell is an over-subscribed 4-18 school serving an expanding population in an area of London which is benefiting hugely from the regeneration of the East Thames Corridor and the impact of the nearby 2012 Olympics. The school prides itself on its warm and friendly atmosphere, with positive relationships between staff and students at the centre of its success. The school was judged by Ofsted as ‘Outstanding’ in May 2013 and is amongst the top-performing schools in the country for added value.

Staff benefit from innovative behaviour management structures and support which ensure that teachers can concentrate on teaching, and all lessons take place in ability-banded groups to enable work to be efficiently targeted at the right level of challenge. The school has completed a £26 million re-building programme and already has excellent ICT facilities.

Please complete application form and return by Friday 7th December 2018.
Midday Assistants x2

Location: Thames View Junior School, Bastable Avenue, Samuel Ferguson Place, Barking, IG11 0LG

Hours: 9.5 Hours per week (11:45am-1:30pm)

Email: jabrahams@thamesview-j.bardaglea.org.uk

Salary: Scale 1, Point 6-11 (£19,611 - £19,896)

Thames View Junior School are looking to appoint two Midday assistant’s to join our wonderful inclusive team.

Duties will include:

- Supervising the children during their lunch break either in the hall or outside on the playground.
- Ensuring appropriate social skills i.e. Table manners
- Attend to any first aid requirements - Training will be provided.
- Supervising groups of children during wet play.
- Supervising and joining in where appropriate in playground games
- Collecting classes from the teacher and ensuring numbers are correct.

Previous experience of working with children in a school setting is desirable but not essential. A first aid qualification is desirable but not essential as training can be provided.

For an application form please email the Business Manager; jabrahams@thamesview-j.bardaglea.org.uk CV's will not be accepted.

Please note if you have not been invited in for interview within four weeks of the closing date of this advert on this occasion your application will have been unsuccessful.

Closing date: 30th November 2018- noon.

Partnership Learning is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. 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.
Administrator

Location: Thames View Junior School, Bastable Avenue, Samuel Ferguson Place, Barking, IG11 0LG

Hours: 25.25 hours per week (8:30am - 1pm) Term time only

Email: jabrahams@thamesview-j.bardaglea.org.uk

Salary: APT&C Scale 3.14 Actual Salary £12,530 per annum

Thames View Junior School, is a 4 form entry junior school catering for 480 children in Barking. Located in the southern end of the borough, Thames View Junior School benefits from being part of Partnership Learning a local but rapidly growing Multi Academy Trust. The school shares expertise and CPD opportunities across its family of schools meaning there is always room for growth and career development.

This is an exciting opportunity for creative, resilient and flexible Administrator who want to be part of a creative and forward thinking school team. Our pupils need skilled staff who they can learn to trust to ensure that our children achieve what we know they are capable of whilst providing them with an exceptional all round curriculum and wider opportunities.

The ideal candidate will have previous administration experience in a school environment although candidates without this experience are also encouraged to apply for this role if your skillset meets the requirement of this post.

He or she will be supported in post by:

- A School Business Manager who will be their Mentor.
- Tailored CPD and opportunities for continual growth and development.
- A supportive Trust with successful experience of maintaining high standards and expectations

Further details and an application pack may be obtained by emailing the School business manager; jabrahams@thamesview-j.bardaglea.org.uk Please note C.V.s will not be accepted.

Please note if you have not been invited in for interview by the interview date on this occasion your application will have been unsuccessful.

Closing date for applications: 12 Noon on 3 December 2018

Interviews will be held w/c: 10 December 2018

*Partnership Learning is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. 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.*
Caretaker

**Location:** The Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT  
**Salary:** APT&C Scale 5 (£22,956 - £24,999 per annum)  
**Hours:** 35 Hours per week, 52 weeks per year

We are looking for a hardworking and committed Caretaker with immediate effect.

The position will be based at the Secondary school site and providing cover for Primary when the caretaker is absent. You will be part of a team of caretakers monitoring the schools maintenance arrangements, including cleaning, grounds and repairs and carrying out cleaning/repair functions as required. There will be an expectation that overtime will be worked each week, for this you will receive additional pay, this can be discussed further at interview.

The Sydney Russell School is a 4-18 school serving an expanding population in an area of London which is benefiting hugely from the regeneration of the East Thames Corridor and the impact of the nearby 2012 Olympics. The school prides itself on its warm and friendly atmosphere, with positive relationships between staff and students at the centre of its success. The school was judged by Ofsted as 'Outstanding' in May 2013 and is amongst the top-performing schools in the country for added value.

We are committed to safeguarding and promoting the welfare of children therefore all positions in the school will be subject to satisfactory Enhanced Criminal Records Bureau Disclosure.

Full details are available on our website.  [www.Sydneyrussellschool.com](http://www.Sydneyrussellschool.com).

**Closing date for all applications is Friday 7TH December @ 12.00 pm.**
Midday Supervisor

**Location:** Eastbury Community School, Hulse Avenue, Barking, Essex, IG11 9UW

**Salary:** APT & C Scale 2

**Hours:** 11.45am to 1.00 pm (Primary only – 7.5 hours)

**Contract:** One year contract to 31.8.2019

**Required:** ASAP

Eastbury is a successful, well ordered and inclusive school serving an ethnically diverse community. Our brand new purpose built primary accommodation opened in September 2016 and our new secondary buildings opened in January 2017. The school is located within easy walking distance of Barking tube and mainline station.

We currently require a midday supervisor to work in the primary phase of the school.

Midday supervisors care for student’s health, safety and welfare in the dining room, on the playground and through the school during the lunchtime period, as well as other related duties.

We are looking for candidates who enjoy working with children and who are able to work unsupervised whilst complying with strict policy guidelines and procedures. The successful candidates should have a calm and positive manner and will assist in promoting excellent behaviour. A first aid qualification is desirable although training will be given if required.

For full details of the post and an application form please visit the school website www.eastbury.bardaglea.org.uk and return the application form to the Headteacher’s PA, Karen Dunnell kdunnell@eastbury.bardaglea.org.uk.

The closing date for applications is Friday 30 November. Interviews will take place w/c 3 December 2018.

CVs are not acceptable and will not be considered.

*Eastbury 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.*
No Current Vacancies