

Tranmere Park Primary School
Headteacher: Mrs Kirsten Finley
Ridge Close, Guiseley LS20 8JJ

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15th January 2018

Dear Applicant

Re: Fixed Term Behaviour Support Assistant
Pay scale B1 30 hours per week - term time only

Please find attached a job description, person specification and an application form.

The closing date for this post is **Friday 22nd March at 12 noon**. Shortlisting will take place on **Monday 25th March 2019** and interviews will be held on **Wednesday 27th March 2019**. If you have not been contacted by **Friday 29th March** by phone/e-mail, please assume your application has been unsuccessful on this occasion.

Candidates are welcome to visit the school **by appointment on Tuesday, 19th March after 3pm or Thursday 21st March after 12pm** where you will be given a tour of the school. Please contact Mark Howorth, our School Business Manager if you wish to make an appointment.

Tranmere Park School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointments are made subject to a successful medical screening and a Disclosure Barring Service Check (DBS).

Once again thank you for your interest. If you have any queries, please contact Mark Howorth (School Business Manager) at school.

Yours sincerely

Kirsten Finley

Kirsten Finley
Headteacher