



OAKLANDS INFANT SCHOOL
BUTLER ROAD
CROWTHORNE
BERKSHIRE
RG45 6QZ



Email: officemanager@oaklands-inf.wokingham.sch.uk.
www.oaklandsinfants.org

**Teaching Assistant (Maternity Cover)
With Early Years/KS1 Experience**

Start Date:	January 2024
Working Pattern:	Term time only 3 Full Days – 8.30am-3.30pm 2 Half Days – 8.30am-12.10pm Monday to Friday 22.66 hours per week
Contract:	1 year Fixed Term Contract
Salary:	Grade 3 (SCP 5 – SCP 6) £23500 FTE to £23893 (<i>As of April 2023</i>)

We are looking to appoint a Teaching Assistant to join our friendly team. Our ideal candidate will have at least two years' experience.

Oaklands Infant School is the only dedicated infant school in the village of Crowthorne. We want to develop "Deep roots for future growth" – and that includes you! Look at our [website](#) to develop an idea of what we value and how we use these values to teach our engaged, happy, and enthusiastic children!

We will offer our successful candidate a school that:

- Is happy and supportive.
- Enjoys positive relationships between staff and children.
- Is dedicated to offering the very best for its children.
- Is part of a Trust with four other local schools.
- Offers children of staff a place at Oaklands Infants

Please contact officemanager@oaklands-inf.wokingham.sch.uk for an application pack or to arrange a visit.

Applications will be considered on receipt so please apply as soon as possible.

Closing date for receipt of applications: Midday Friday 1st December 2023

Interviews to be held Friday 8th December 2023 (Morning)

Oaklands Infant School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. This position requires an enhanced DBS disclosure.

How to Apply

Please complete the online application form or download it and return to officemanager@oaklands-inf.wokingham.sch.uk.

Only applications received on Corvus Trust application forms will be considered. No CVs or agencies please.

Please be aware that you will be employed by Corvus Trust Academy at Oaklands Infant School and not Bracknell Forest Council.

Safeguarding

Our school is committed to safeguarding and promoting the welfare of children/young people and expects all employees, workers, and volunteers to share this commitment. We will ensure that all our recruitment and selection practices share this commitment. This position requires an Enhanced Disclosure and Barring Service check because it involves contact with (or access to data concerning) children/young people/adults at risk.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. If you are successful in being shortlisted for this position, you will be required to complete a self-declaration form, when you will need to tell us about any spent convictions, cautions, reprimands, or warnings which may later appear on your DBS Certificate. To find out more about the application process for working with children, young people and adults at risk visit <https://www.bracknell-forest.gov.uk/jobs/policies-relating-job-applications/applications-work-those-risk>

The Bracknell Forest Safeguarding Board (BFSB) has responsibility for working together to oversee the safety and well-being of children and adults in Bracknell Forest. Find out more about the BFSB at <https://bracknellforestsafeguarding.org.uk/>

Bracknell Forest Council (BFC) and our schools reserve the right to carry out online searches should you be shortlisted for interview.

Equal Opportunities

We are an equal opportunities employer and are committed to providing equality of opportunity to all. Our aim is to treat all employees and prospective employees with integrity, respect, and consideration. We aim to ensure that individuals are recruited, selected, trained, and promoted on the basis of ability, job requirements, skills, aptitudes and other objective criteria. In this respect we will ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, gender, sexual orientation, religion or belief, age, marital status, or disability, or is disadvantaged by conditions or requirements which are not covered by legislation or existing codes of practice.

Disability

We are a Disability Symbol User and as such have made a commitment to guarantee an interview to all applicants with a disability who meet the essential criteria of the person specification. To help us with our commitment to this guarantee, please indicate if you have a disability on your application form.

Pre-employment medical check

You may be asked about your physical ability to perform the job during interview. As a condition of the Offer of Employment, the successful applicant will be asked to complete an Occupational Health questionnaire from which our Occupational Health Advisor will assess your medical suitability to do the job. You may be required to attend a medical examination.

References

On your application form you will be asked to provide the names and addresses of two people who will provide a reference. At least one must be from your current employer, completed by a suitable person with appropriate authority. If you have previously worked with children at least one must be from this employer. References will not be accepted from relatives or people writing solely in the capacity of friends. We take up references for all shortlisted candidates and wherever possible we like to apply for these prior to interview.

Employment

Any candidates wishing to apply who would require sponsorship can determine the likelihood of obtaining a Certificate of Sponsorship for the role by assessing their circumstances against the relevant criteria.