

# **The Priory Church of England Primary School**



*Inspiring a generation to learn, flourish and achieve in a caring, Christian community*

## **APPOINTMENT OF PERMANENT TEACHING ASSISTANT**

**Required for September 2025  
The Priory CE VA Primary School**

Wick Lane  
Christchurch  
Dorset  
BH23 1HX

Telephone (01202) 484105

Fax (01202) 488702

Email: [office@prioryceprimary.co.uk](mailto:office@prioryceprimary.co.uk)

Headteacher: Sarah Richardson



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***Inspiring all to learn, flourish and achieve***

Headteacher: Mrs S Richardson

Wick Lane  
Christchurch  
Dorset  
BH23 1HX

Telephone (01202) 484105  
Email: [office@theprioryschool.org](mailto:office@theprioryschool.org)  
Website: <https://prioryschool.dorset.sch.uk>

15th May 2025

**Dear Colleague,**

I would like to thank you for expressing an interest in the post of Teaching Assistant at our school. I am delighted to send you details of the post along with an application form.

We are seeking to appoint two Teaching Assistants (permanent and fixed term for 12 months) for 30 hours a week, Monday to Friday (8:35am – 3:20pm less 45 minutes unpaid break). Pay scale is Dorset Grade 5 (£12.85 per hour minimum starting salary).

**The prime responsibility will be to provide class-based learning support for children in KS1 and KS2.** We have a proud tradition of providing an inclusive education, so the numbers of pupils with complex additional needs is significantly higher than the national average. This means that in every Teaching Assistant role there is an element of supporting SEND children, some of whom will have an EHC Plan.

Finally, it should be noted that lunchtime supervision forms a key part of the role.

Experience in a primary education setting (mainstream or specialist) is beneficial, however we also keen to invite applications from graduates interested in a stimulating gap year or exploring a career in teaching. Previously we have also had ex-teachers working as Teaching Assistants at our school, who have offered some cover teaching on occasion too.

It's an exciting time to be joining the school, as we recently secured a 'good' judgement from Ofsted (Feb 22). I hope that the accompanying information will inspire you to apply for the post and I wish you every success with your application. You are warmly encouraged to visit our school or visit our school website at <https://prioryschool.dorset.sch.uk/>.

Yours sincerely,

Mrs Sarah Richardson  
Headteacher

## About our School



The Priory Primary School is a voluntary-aided Church of England School catering for children from four to eleven years old, and is maintained by Bournemouth, Christchurch and Poole Local Authority. We are not part of a multi-academy trust but work with a range of partners across the area.

The current number on roll is 200 (we have class sizes of 30).

The Priory School has close links with the Priory Church and our core values of love, forgiveness, respect and aspiration underpin all our decision-making.

The Priory School is a one-form entry school, so we pride ourselves on knowing each child and developing their unique gifts. Although on an historic site, we are keen to develop and improve our facilities. We have recently built a traversing wall, sensory hub classroom and installed an eco-garden.

We have a library and computer suite built at the start of the millennium and all classes are fully equipped with interactive promethean screens.



## Mission

**Our mission is to inspire a generation to learn, flourish and achieve in a caring, Christian community.**

We strive for outstanding outcomes for all our pupils – to be the best that they can be.

Our school is focused on nurturing the children's academic, physical and spiritual development, thereby laying down good foundations for life.

In following a compelling and inclusive curriculum, we aim for our Year 6 leavers to be compassionate and responsible citizens, ready to embrace 'life in all its fullness'.

*"Everybody can be great because everybody can serve. You only need a heart full of grace. A soul generated by love."* Martin Luther King



## **School Organisation**

### **Staffing**



We have an incredibly motivated and committed team of staff who all work collaboratively to ensure that all children achieve. There is a real team spirit and staff at all levels are supportive, whilst also positively challenging each other.

Teaching assistant support is provided for pupils according to need. We also have 3 office staff and a part-time Caretaker who all ensure the smooth running of the school.

### **Our Governing Body**

The school has a very supportive and involved team of governors. As the school is voluntary aided, the Governing Body are the employers of staff.

Our Chair of Governors is Geoff Tabor.

### **External Reports**

Ofsted Inspection (February 2022) – We were judged to be good after 4 years of being RI, so we have a great foundation on which to build.

Church SIAMS inspection (June 2018) – We were judged to be a Good church school.

### **Learning and our Curriculum**

We follow the National Curriculum, placing an emphasis on the development of knowledge and skills and key vocabulary.

We use a number of schemes to ensure consistency and reduce workload. We want to focus on delivery as well as content.

- Maths No Problem!
- Little Wandle (phonics and early reading scheme)
- Charanga
- Complete PE

Celebrating other cultures and preparing our children for life in modern Britain is an area we have significantly improved in recent years.

We recognise our responsibilities to educate the heart as well as the mind and so we have a full PSHE programme, using Jigsaw material and HeartSmart. We are working towards the bronze Global Neighbour accreditation.



## **Community links**

A group of dedicated volunteers regularly help in school with activities such as reading, swimming and gardening.

The school has a thriving fundraising group of parents called the 'Friends of Priory School'. Funds raised through a variety of events (such as Summer Fairs) have gone towards improving the outdoor space around school, building 2 new 'Teacher Walls' and providing lockers for the children.

The school is privileged to have very close links with the Priory church. The Church is regularly used for services, including the memorable nativity service, throughout the year.

The majority of our pupils (over 90%) currently proceed on to Twynham Secondary School, but a number each year also go to the Bournemouth Grammar schools, St. Peter's, The Grange and Highcliffe School.

## **Application Procedure**

For full details of the vacancy and an application form you can visit our website <http://www.prioryschool.dorset.sch.uk>

Please apply either through Dorsetforyou.com, by post or email: [office@prioryceprimary.co.uk](mailto:office@prioryceprimary.co.uk)

Candidates should complete the application form in full and return it (online or by post) so that it is received no later than **noon on Friday 6<sup>th</sup> June 2025**.

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An incomplete application form or form containing gaps may be returned for completion before it can be considered. You should provide a full statement in support of your application but do not restate factual details already given elsewhere. When you complete the enclosed application form, please let us know about

- The particular strengths you have to offer our school, and how you anticipate being able to use these.
- Personal interests and skills which enrich your life and work.

## **Selection Procedure**

Short listing will take place on **Monday 9<sup>th</sup> June 2025** candidates selected for interview will be telephoned and emailed. If you have not heard from the school by **noon on Friday 13<sup>th</sup> June 2025** please assume that on this occasion your application has been unsuccessful.

**Interviews will take place on Tuesday 17<sup>th</sup> June 2025.**

**Please note: Keeping Children Safe**

The school is committed to safeguarding and promoting the welfare of children, therefore the interview process will include an assessment of the person's suitability to work with children. Please find enclosed the school's Child Protection Policy.

Before the interview, references of short-listed candidates will be called for. Referees listed should be your current employer and the last contact at the last post working with children.

If an applicant is short listed, any discrepancies or anomalies in the information provided or issues arising from references will be taken up at interview.