

UNITED SCHOOLS FEDERATION

St. Michael's C. of E. Nursery & Primary School St. Catherine's C. of E. VA Primary School
St. Mary's C. of E. VA Primary School Marldon C. of E. VA Primary School
Ipplepen Primary School and Stokeinteignhead School



February 2021

APPOINTMENT OF A PART-TIME MEAL TIME ASSISTANT, ST CATHERINE'S

THE POST - MTA - PART TIME

The Governors are seeking to appoint a part-time Meal Time Assistant, to start as soon as possible at St. Catherine's Primary School for 1.25 hours per day, Monday - Friday.

This is ideally suited to someone who has time available in the middle of the day during school term time. Your main task will be to assist the catering staff and supervise children in the dining hall and playground/school field encouraging good manners and behaviour in a safe environment. You will work with a small team monitoring the children and, more importantly, engaging them in positive play around mid-day.

If you are caring but firm, have energy, patience, kindness and enthusiasm we welcome your application by noon on the closing date.

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment.

A DBS disclosure is required for this post.

BACKGROUND

Our federation of schools provide the highest quality of primary education and is led by the Executive Headteacher, Martin Harding.

St. Michael's at Kingsteignton remains the largest in the federation led by Mrs Kate Arnold, Head of School. St. Michael's is hugely popular with a waiting list of parents keen to join the school. Popularity and success has increased the school to approx. 460 pupil size with two classes in each year group. Although the school building is the oldest of the four, with extensions and improvements

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St. Michael's is fortunate to offer a full range of facilities including a large playing field. A successful Breakfast and After School Club is a huge bonus to working parents and the town, together with nearby Newton Abbot, offers many amenities including the community run Kingsteignton Pool.

St. Catherine's at Heathfield was founded in March 1898. It, like St. Mary's and Marlton, is a Voluntary Aided Church of England School and this tradition is maintained. A brand new school building was completed in September 2005 and St. Catherine's now caters for children from 4 - 11 and currently has approx. 160 on roll including Pre-School children aged 3 & 4. (Head of School - Victoria McCaig). St. Catherine's also offers an Early Birds Club as an early morning drop-off point for parents, together with Nightingales After School Club.

St. Mary's, Brixton, Nr. Plymouth was also purpose-built for primary education in 1989 on donated land to replace the original Victorian school. St. Mary's is the smallest of the federation and currently has four classes. Mr. Adrian Clements is Head of School and, as with St. Catherine's, St. Mary's has increased in size and at present has 100 children.

Marlton School, Nr. Paignton (also Voluntary Aided Church School) is another hugely popular school of choice in the middle of Marlton village and has close links with the thriving local community, including the Neighbourhood Lunch Club which provides lunches for elderly people in the village. Since it was built in 1964 the school has significantly changed, pupil numbers have more than doubled, now approx. 210, and the building has been adapted to accommodate these children. (Head of School - Jonathan Arnold).

Ipplepen School is very fortunate in occupying one of the most spacious and attractive sites in the whole of Devon, with a large playground, extensive playing field and an environmental area with pond. This highly popular community school has approx. 175 children on roll and Mr. Marcus West is the Head of School. A separate 'Saplings' Pre School works collaboratively with the school offering care from age 2½ together with Breakfast and After School Clubs from age 2½ to 11.

Stokeinteignhead School is the latest addition to the federation in a beautiful location just outside Newton Abbot. The federation was delighted when the governors agreed to welcome Stokeinteignhead, with approximately 100 children on roll in four classes, into the group. Head of School - Joanna Crathorne.

Kingsteignton School is a Free School and a learning community partner of the federation. The school opened in September 2016 in temporary accommodation at St. Michael's School and moved to new premises in January 2019. The school is growing and now has five classes. Principal - Dr. Penny Fitch.

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STAFFING

The Executive Headteacher works in close partnership with the Heads of School, Assistant Headteachers, Senior Leadership Teams and staff to further develop all federation schools. We have a hard-working and friendly team of teaching assistants, administration staff, play-workers and meal time assistants who, together with our catering, caretaking and cleaning staff, strive to make our federation the finest it can be. Several staff have joint roles across the federation and can be seen at different schools during the working week.

GOVERNORS

The United Schools Federation has a governing body of 18 meeting at least twice a term. The governors are, without doubt, a credit to the school and work tirelessly to support the Executive Headteacher and Heads of Schools.

SALARY - GRADE A, POINT 1 - £9-25 per hour

You will be paid approximately 25th of each month and be employed for 38 weeks of the year. Payment will be split equally over twelve months e.g. you are still paid in *August even though you will not be working. Hours per week 6.25. You will not be expected to attend on non-pupil days.

(Usual hours will be 11-45 to 1-15 p.m., however, some slight variance may be needed during Covid19 restrictions and we hope you may have some flexibility if necessary).

(*As your pay is defined as equated pay and spread equally over the year adjustments will be made to your final pay on your leaving date unless this is exactly one year after the anniversary of your starting date).

FURTHER INFORMATION

You may like to browse our school websites for background information as it will give you a sound background to our busy schedules. Parents and friends regularly receive newsletters to keep them informed of events at the schools, including the large range of after school clubs.

TO APPLY

- The closing date for applications is 12 noon on Wednesday 24th February 2021.
- Applications should be sent to The Head of School, St. Catherine's C. of E. VA Primary School, Musket Road, Heathfield, Newton Abbot, Devon. TQ12 6SB.
- Electronic applications should be emailed to applications@st-michaels-pri.devon.sch.uk
- Candidates will be informed by email or telephone, followed by a letter of confirmation if chosen for interview.
- If you have not heard that you have been invited to interview by 1st March then please assume that you have not been successful in your application for interview.

Good luck and we look forward to hearing from you.

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