

Head Teacher: Helen Taylor B.Ed Hons

Tel: 0115 917 9881

Email: office@totonbanksroad.notts.sch.uk

Email: head@totonbanksroad.notts.sch.uk

April 13th 2026

Dear applicant,

Thank you for your enquiry.

As you will have seen from the advert we are seeking a hardworking and enthusiastic teaching assistant to join our friendly professional team. The role is to support the class teacher and children in a Foundation Stage classroom initially. All necessary training will be provided.

For your information please find enclosed:-

- Application Form
- Job Description
- Person Specification
- Ofsted Report 2025

If you would like a visit to the school please contact the school office on 0115 917 9881 to discuss further.

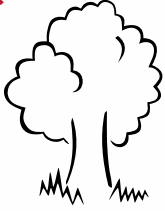
You may wish to look at our website – <http://banksroadschool.co.uk/> which gives a good flavour of the school. .

Nottinghamshire County Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment. Successful candidates will receive the School's Child Protection and Safeguarding Policy that outlines the duties and responsibilities of the employer and all employees.

If you wish to apply for the post, please complete and return the enclosed application form, together with a supporting letter of **no more** than 500 words outlining;

- your philosophy of early years education (FS and KS1)
- relevant recent experience
- curriculum specialisms and strengths

The closing date for applications is 10.00am on Tuesday 5th May 2026. We intend to conduct the interview in school on Tuesday 12th May 2026



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If you do not hear from us by these dates please assume that, on this occasion, you have been unsuccessful.

References will be requested for all short listed candidates; at least one of the references must be from the current employer or last post working with children, if not currently doing so. References will be sought prior to interview.

Finally, please do not hesitate to contact me if you have any queries regarding the appointment.

I look forward to receiving your completed application form.

Yours sincerely

Helen Taylor

Head Teacher