



PRE PREP TEACHING ASSISTANT

Starting Date: September 2021

Town Close School is a co-educational day school for approximately 500 pupils aged 3 to 13 years situated close to the centre of Norwich on a beautiful 15-acre site, including 10 acres of conservation woodland. Founded in 1932, it is now a charitable trust managed by a board of governors. The School is based around two large town houses and their extensive gardens; the main house is early Georgian and the other mid-Victorian. Purpose-built classrooms and other premises and accommodation have been added, most in recent years. A high specification sports hall was opened in September 2009 and a superb performing arts hall in January 2010. Our Nursery and a new standalone Year 2 classroom block was completed in January 2018 to complete the Pre Prep part of the School site. Planning permission has been granted for a new dining, science, art and music block, which will be constructed from 2020, if funding permits.

We aim to develop the full potential of each pupil. We are proud of our academic record, our renown for music, drama, technology and art, and our reputation for sport. Town Close School underwent a routine compliance inspection in November 2017 conducted by the Independent Schools Inspectorate. The inspection assessed the School's compliance with the Schedule to Education Regulations 2014 and the relevant requirements of the statutory framework for the Early Years Foundation Stage. Standing alongside our 'excellent' status given in all areas of our most recent Education Quality Inspection of 2011, the inspectors found the School to meet all requirements with no amendments to any policies or any further action required as a result. Both reports can be viewed via our website www.townclose.com.

Teaching Assistants are paid on a 10-point scale (from £15,476 to £19,932) according to qualifications and experience. All staff are expected to contribute to the wider life of the School.

Town Close School is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and an enhanced DBS check.

How to apply:

Please complete and return the enclosed application form, which should be accompanied by a letter of application addressed to:

Mrs Melanie Harries, Head of the Pre Prep Department

Either by email to: recruitment@townclose.com

or post to: Town Close School, 14 Ipswich Road, Norwich NR2 2LR

Closing date: Wednesday 26th May 2021 – noon

Interviews: w/c 7th June 2021