

# Ivel Valley School

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Headteacher: Joe Creswick



Dear Applicant

**Re: Midday Supervisory Assistant – NJC Special School scale 1D (point 2 - 4 £10.60 - £10.98 per hour)**

Thank you for your interest in this post.

We are the Area Special School for the east of Central Bedfordshire and aim to provide a high quality, calm and caring learning environment, where pupils and staff are encouraged to reach their true potential. The school provides high standards of education for pupils with a wide range of special educational needs and disabilities aged 3-19.

We are looking for a Midday Supervisory Assistant to join the team to work at one of our in Biggleswade; the School site (Hitchmead Road), the College site (The Baulk) or our satellite classes at Biggleswade Academy. These posts are quite different from those at a mainstream school so please read the job description to fully understand the nature of the role.

**The posts are for 2 hours a day over lunchtime between 12.00 - 2.00pm, Monday to Friday during term time.**

Ivel Valley School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The appointment is subject to the receipt of satisfactory references and an enhanced Disclosure and barring Service check.

All information about applying for this post and the application form are on our website: <https://www.ivelvalley.beds.sch.uk/careers/>. For further details, including our prospectus, please visit our website at: [www.ivelvalley.beds.sch.uk](http://www.ivelvalley.beds.sch.uk).

Please apply via **My New Term** - there is a link on the careers page on our website that will take you through the application process.

Yours faithfully

Hannah Doran Business Manager

