



January 2019

Dear Applicant

Midday Lunchtime Assistant (SMSA)

Thank you for your interest in Pinner Park Junior School.

Our school

The school is a four form entry school with 480 pupils on roll. The majority of who transfer from the adjoining Infant School. A close working partnership exists between the Heads and staff of the Infant and Junior schools. The school is located in a pleasant residential area and is well resourced.

We are a Rights Respecting School rich in cultural diversity and have a warm, caring ethos with respect and high expectations of behaviour towards all members of the community. There is a committed and supportive staff and Governing Body, specialist Music teaching and high parental interest. More information about our school is available on our website.

Our staff and the post

We are proud of the diversity of our staff at all levels within the organisation. We are looking for a person who likes children and can communicate effectively with both pupils and adults and ideally with experience of working with 7 – 11 year olds. The successful candidate must have a good standard of spoken English.

How to apply

With this letter we have included an Application Form, Job Description and a Guidance for Applicants. Please address the criteria in the Job Description in your supporting statement and return this to the school along with your completed Application Form.

Applications may be returned to the school by post or email, to be received no later than **Midday on Friday 18th January 2019.** Interviews will take place on Monday 10th September 2018. Only short listed candidates will be notified.

If you are short listed you will need to bring to your interview your passport and for non UK Citizens proof of your right to work in this country.

Pinner Park is a Rights Respecting School committed to safeguarding and promoting the welfare of children. DBS screening will apply to this post.

Yours sincerely

Mr D English
Acting Headteacher

Melbourne Avenue Pinner Middlesex HA5 5TJ ◊ Telephone 020 8863 1239 ◊ Fax 020 8424 8618
Email: office@ppjs.harrow.sch.uk ◊ website: www.pinnerparkjuniorschool.co.uk

Acting Headteacher: Mr D English

