

Ref Applet/lsa/2021

8th September 2021

Dear Applicant,

Thank you for your interest in the post of Learning Support Assistant at Manningtree High School.

We are looking for a caring and enthusiastic person to join our excellent team of Learning Support Assistants to assist and support students with special educational needs.

Good literacy and numeracy skills are essential.

Enclosed with this letter please find:

• Application Form

• Department information

• Job Description

• Person Specification

The salary is Scale 3, point 4-5.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. You should be aware that referees will be asked detailed questions about any disciplinary procedures you may have been involved in.

We look forward to receiving your application.

We would like to appoint to this post as soon as possible and so reserve the right to close this advert when suitable candidate is appointed.

Yours sincerely

Carol Sinclair

Director of Operations