

GROVE PRIMARY SCHOOL

Chadwell Heath Lane, Chadwell Heath, Romford RM6 4XS

Tel 020 8590 3611

Headteacher: Beverley Komorowska

Required as soon as possible

Post 1 - Midday Assistant

(5 days per week) – Fixed-term contract to May 2026

(possibility of extension of contract thereafter)

11.50am – 1:10pm or 12:20-1:40pm

6.75 hours per week

Post 2 - Relief Midday Assistant

11.50am – 1:10pm or 12:20-1:40pm

Required to work on a casual basis as and when required.

LBR1C – Point 2-3

£15.03 to £15.24 per hour

We seek a Midday Assistant who displays the following attributes;

- Patient and tactful
- Ability to display authority in a kind but firm manner
- Good level of English so as to be able to communicate clearly and confidently with children and colleagues and to write brief reports of issues arising during the lunch period.
- Punctual and reliable
- Flexible and adaptable

If you meet these requirements, we would love to hear from you. Come and join our team!

Protection of your Data/Information

Once the recruitment process has been completed the application form and associated documents for the successful candidate will be retained to form the basis of an employment record and stored safely and securely. Unsuccessful candidates' details will be retained for six months and after that period will be securely disposed of.

**Please return completed application form to the Headteacher via email
to vacancies@groveprimary.info**

**CLOSING DATE: 12:00 NOON – Monday 1st June 2026 12:00pm
Interview Date - to be advised**