

17th May 2024

SCHOOL VACANCY BULLETIN

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External Adverts Based In LBB

School Crossing Patrol Officer

Location: Furze Infant School, Bennett Road, Romford, RM6 6ES
Salary: Scale 2
Hours: 10 hours per week, term time only
08:15 -09:15 and 14:55-15:55
Contract: Fixed Term
Closing Date: Tuesday 21st May 2024 at Midday
Interviews: W/C 3rd June 2024

Furze Infants School, based in Chadwell Heath, are seeking to appoint School Crossing Patrol Officers to provide a safer School Crossing for our children on daily basis. The successful candidates will need the following:

We are

Inclusion Officer
(with DSL/Child Protection responsibilities within the Social Inclusion Team)

Location: Thames View Infants School, Bastable Avenue, Barking, IG11 0LG
Salary: PO1
Hours: 37.5 hours per week, term time only, plus 1 week.
Required: September 2024
Closing Date: 24th May 2024 at Midday

Required for September, Directors wish to appoint a driven Inclusion Officer, who will play a key leadership role within our Social Inclusion Team, fulfilling a wide range of duties to ensure that the school continues its work to meet the needs of all our uk t3(o)-3(in)4(n)48(to.)-3(II)-3(u)m

To apply: please complete our (a) **Non-Teaching Application Form** and our (b) **Safer Recruitment Form** from <https://thamesviewinfants.org/about-us/about-tvi/vacancies/>.

Return both electronically to Kelly.Ager@thamesviewinfants.org

Please note, CVs will not be considered.

Thames View Infants is an Outstanding School.

We comply fully with the ethos of safer recruitment and undertake all relevant checks, including enhanced DBS clearance.

Finance/Administrative Assistant

Location: James Cambell Primary School, Langley Cres, Dagenham, RM9 6TD
Salary: Scale 4 (£27,855.00-£29,139.00) to be pro-rata
Hours: 12 hours per week, Term Time only
Required: ASAP
Closing date: Friday 31st May 2024 at 16:00
Interviews: W/C 3rd June 2024

We currently require a Finance Assistant to join our expanding office. The Finance Assistant will provide financial support service to the school by carrying out various financial, administrative, and clerical support functions under the guidance of the Business Manager

This position will be subject to a 6-month probation period. Although it is desirable, previous experience working in local or education finance is not essential. Good communication, computer literacy, numeracy, and organizational skills are essential for this position.

Purpose of Job

Under the direction of the Business Manager, provide a comprehensive financial support service to the school by undertaking various financial, administrative, and clerical support functions.

We can offer the right candidate:

An excellent leadership team and fun, friendly and supportive staff.
A proactive approach to staff well-being, work-

Assistant Business Manager

Location: RC Primary School, Burnside Road, Dagenham, RM8 2JN
Salary: SO1, point 23-25, £35,577 £36,567 FTE
Hours: 35 hours per week, term time plus 2 weeks.
Required: September 2024
Closing date: Monday 10th June 2024
Interviews: W/C Monday 17th June 2024

We are looking for an enthusiastic, thorough and meticulous Assistant Business Manager who has high standards and is good at organising and motivating staff, managing a whole unning of the school.

The person appointed will take responsibility for overseeing the financial management of the school. The ideal candidate will:

- Have experience of school/primary school finance.
- Have experience of managing and supporting a small team.
- Have excellent office and IT skills.
- Have the ability to think creatively and strategically.
- Have a flexible and positive nature and the ability to work well under pressure.
- Have the ability to maintain confidentiality.
- Have excellent communication skills.

We can offer a dedicated, highly skilled and supportive staff team with training which will support your role and career development. Our school has wonderful children, and this role offers a great opportunity to play an important role in a successful and caring school.

www.st-vincent.barking-dagenham.sch.uk or by contacting the school office.

- Please note that only the CES application forms will be accepted.
- CVs alone will not be accepted.
- Visits to the school are welcomed and encouraged. Contact the school office to arrange a visit.

Please email completed application form and supporting documents to:
srector@st-vincent.bardaglea.org.uk

Closing date for applications: Monday 10th June 2024
Interviews: **Week beginning** Monday 17th June 2024

Only successful applicants will be contacted for interview.

fully committed to safeguarding and promoting the welfare of young people and expects all

Class Teacher

Location: Roding Primary School, Hewett & Cannington Road sites, Dagenham, RM8 2XS and RM9 4BL

Salary: TLR allowance for the right candidate

Required: September 2024

Email: office@roding.bardaglea.org.uk

Closing date: Monday 20th May 2024 at Midday

Interviews: Thursday 23rd

Relief Mid-day Assistants

Location: Richard Alibon Primary School, Alibon Road, Dagenham, RM10 8DF
Required: ASAP
Salary: Scale 1b (£14.16 per hour)
Hours: 6.25 hours per week, Term Time Only
Closing date: 24th May 2024

Richard Alibon Primary School are looking to appoint highly motivated and enthusiastic Mid-day Assistants to support with the supervision of pupils during the lunch break on an ad-hoc, temporary basis.

You will:

- Be able to communicate fluently with both the adults and children.
- Supervise pupils in the playground, encouraging them to learn playground games and managing behaviour as appropriate.
- Supervise pupils whilst they eat their lunch, maintaining good order.
- Help to foster independence and self-confidence.
- Be adaptable and able to work as part of a team.
- Have a child centred approach.
- Hold a first aid qualification or be willing to train.

Applications packs are available on the school website:

www.r-alibon.bardaglea.org.uk/school-info/

Richard Alibon Primary School is committed to safeguarding and promoting the welfare of children.

This post is exempt from the Rehabilitation of Offenders Act and a comprehensive screening process, including a disclosure check, will be undertaken on all applications.

Midday Play Assistant

Location: Eastbury Primary School, Dawson Avenue, Barking, Essex, IG11 9QQ
Salary: Scale 1B Point 2. Actual Salary £6,110 per annum
Hours: 10 hours per week, 5 days a week, term time only.
Required: ASAP
Closing date: Sunday 19th May 2024

Eastbury Primary School aims to provide a wonderful learning environment in which all children can thrive and succeed. Our children are polite, well mannered, enthusiastic learners who are supported by their parents and our local community.

We are seeking to appoint a midday play assistant to ensure the safety, welfare and good conduct of pupils during the midday break period in accordance with the practices and procedures of the school. Ensure children are being nurtured through positive activities, so their wellbeing is being met.

The successful candidate will be expected to:

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Teacher of the Deaf

Location: Eastbury Primary School, Dawson Avenue, Barking, Essex, IG11 9QQ

Salary:

Closing date: 19th May 2024
Interviews will be held on the 22nd and 23rd May.

The Governing Body are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, medical clearances and enhanced DBS checks.

Higher Level Teaching Assistants

Location: Roding Primary School, Hewett & Cannington Road sites, Dagenham, RM8 2XS and RM9 4BL

Contract: One Year Fixed Term Contract

Salary: Scale 6, £26,281 – £27,407, Actual salary, dependant on length of service

Hours: 32.5 hours per week

Email: office@roding.bardaglea.org.uk

Closing date: Thursday 23rd May

Class

Learning Support Assistant – Primary

Location:	Sydney Russell School, Parsloes Avenue, Dagenham, RM9 5QT
Salary:	Scale 4 (7-10)
Hours:	35 hours per week, term time only
Contract:	1-year maternity cover
Required:	September 2024
Closing date:	31 st May 2024

Purpose:

To provide support for students, teachers and the school in order to maximise the progress of all students.

To support those identified as having learning needs, complex needs and or social emotional and mental health, by utilising their levels of knowledge and skills when assisting with planning, monitoring, assessing and managing classes.

To encourage students to become independent learners, to provide support for their welfare, and to support the inclusion of students in all aspects of school life.

To keep abreast of current legislation in relation to special educational needs, approaches to student learning and attend training where appropriate.

To work collaboratively with teaching staff and assist teachers in the whole planning cycle.

development of students, school policies and strategies.

To provide intimate care if needed.

Main Duties and Responsibilities

Support for the Students

To provide intimate care if needed.

Implement strategies that enable students with special educational needs including social emotional, mental, and health needs to meet their learning objectives and progress targets. This will include providing individual support to students and groups of students both in lessons and in other contexts.

Set challenging and demanding expectations that promotes self-esteem and independence.

Create and maintain a purposeful, orderly and supportive environment, in

Act as a reader/scribe/invigilate for identified students.

Use gap analysis data to inform and deliver interventions/focus groups.

Attend parent evenings.

Adapt and customise curriculum materials.

Support for the Teacher:

Undertake student record keeping and updating records, information and data, producing reports as required.

activities and accurately record achievement/progress as directed.

Teaching Assistant (Primary)

Location: Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
Salary: Scale 4, point 7 pro rata (exact salary £23,634 - £24,723 per annum).
Hours: 35 hours per week (Monday-Friday, 8.00am - 4.00pm), term-time.
Contract: Permanent

HOW TO APPLY:

To view more information about Robert Clack School, please take a look at the school website. If you would like to apply for this post, please refer to the recruitment pack and download the application form, which are available on our website. Please submit your completed application form to Emma Selvon, HR Manager on eselson@robertclack.co.uk

CVs ONLY WILL NOT BE ACCEPTED. They will only be accepted if accompanied by a completed application form.

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, checks with past employers and an enhanced Disclosure & Barring Service check.

SEN Learning Support Assistant

Location: Eastbury Primary School, Dawson Avenue, Barking, IG11 9QQ
Contract: Maternity Cover 1 year contract
Salary: Scale 4
Hours: 35 hours per week, Monday-Friday (term-time only).
Required: ASAP
Closing date: Friday 7th June 2024

Eastbury Primary School is a four-form entry school in Barking and Dagenham. We are a fully inclusive school with our own Deaf ARP. Our school is set in a beautiful, modern building with a newly developed Forest School. We aim to provide a wonderful learning environment in which all children can thrive and succeed. Our children are polite, well mannered, enthusiastic learners who are supported by their parents and our local community.

You will be
in a multi-ethnic, multi-language school.

The successful candidate will be required to support pupils within a classroom, in small groups or on a one-to-one basis. They will work alongside the class teacher and independently deliver interventions to enable the children to make progress.

For this role you should:

- have a helpful, positive, calm and caring nature.
- be able to support pupils to achieve their potential.
- be able to demonstrate a willingness to be flexible and adaptable as part of a busy and committed support team across the whole school.

Cover Supervisor

Location: Greatfields School, Net Street, Barking, Essex, IG11 7QG

Contract:

Catering Manager

Location: Barking Abbey School, Sandringham Road, Barking IG11 9AG
Salary: Scale P05 (Pt 29 Pt 32)
Hours: Term time plus 10 days, 07:30 15:30
Contract Type: Permanent
Required: ASAP
Closing date: Friday 31st May 2024

Are you able to inspire others and lead on new initiatives and ideas?

Are you passionate about food and can you think innovatively and have outstanding organisational and communication skills?

An exciting opportunity has arisen for a Catering Manager to join our team at Barking Abbey School. We are looking for an enthusiastic, innovative and experienced Catering Manager to join and lead our established team and manage the development of our catering operation.

We are looking for a professional, flexible and motivated catering manager to lead and develop food services across our dual campus school. The successful candidate will have excellent knowledge and understanding of the catering service industry and a passion for delivering an outstanding service.

For an application form and further details, please visit TES to apply: [Catering Manager, Barking and Dagenham - Tes Jobs](#)

Closing Date for Applications: 31/05/2024

Interview Date: TBC

EAL Teaching Assistant

Location: Greatfields School, Net Street, Barking, Essex, IG11 7QG
Contract: Permanent
Salary: APT&C Scale 4 term time only, £23,633 actual salary
Closing date: Monday 3rd June 2024 at midday
Interviews: Friday 7th

Head of Vocational and Professional Studies

Location:

Our core values of Respect, Understanding, Affection and Humour underpin all aspects of our pastoral and academic daily routines. Our 2023 Ofsted report reflects our excellent

Teacher of SEN

Location: All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
Salary: Main Scale 1 6 depending on experience
Contract: Fixed term to Permanent
Hours: Full time
Required: September 2024
Website: <https://www.allsaintsschool.co.uk/>
Closing date: Tuesday 21st May 2024 at 09:00

We are a forward-thinking school, passionate about providing students with the best possible outcomes and we are looking to appoint an inspirational Teacher of SEN to join our successful and dynamic team.

All Saints Catholic School has over 1400 students from year 7 to 13. The school achieves excellent e3(3)-3(.Tt.9 (p)6(e)6(n)-3(d)-3(ing)4(o)-5(n)-3()8(e)-3(xp)6(e)-3(ri)5(e)-3(n)-3(ce)]TJETQq0

on these.

guide pupils to reflect on the progress they have made and their emerging needs.

demonstrate knowledge and understanding of how pupils learn and how these impacts on teaching.

encourage pupils to take a responsible and conscientious attitude to their own work and study.

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at office@allsaintsschool.co.uk for more details or to book a visit of our school.

Drama Teacher

Location:	All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
Salary:	Main Scale 1 6/Upper Scale depending on experience
Contract:	Fixed term to Permanent
Hours:	Full time
Required:	September 2024
Website:	https://www.allsaintsschool.co.uk/
Closing date:	Tuesday 21 st May 2024 at 09:00

We are looking to appoint an inspirational Drama Teacher to join our successful and dynamic Performing Arts Department here at All Saints Catholic School. We are a forward-thinking school, passionate about providing students with the best possible outcomes.

School Information

All Saints Catholic School has over 1400 students from year 7 to 13. The school achieves excellent exam results, with a Progress 8 score of 0.45 (well above average). We have received an Educational Outcomes award for being in the top 12 percent of schools in the

pupils. They have made sure the curriculum is of high quality ac

Our core values of Respect, Understanding, Affection and Humour underpin all aspects of our pastoral and academic daily routines. Our 2023 Ofsted report reflects our excellent understand

We have won a number of awards which reflect our inclusive approach to education,

motto that we apply every day to everyone that is a part of the school community. Our learning is based on the transcendental values of truth, goodness and beauty. We encourage pupils to discover truth, develop a sense of goodness and appreciate beauty in the world around them.

Please watch our school videos available at: <http://allsaintsschool.co.uk/> to get a further insight into life at All Saints.

Why work here?

- Ambitious CPD programme aimed to make the best possible teachers and supporting career development.

- Enthusiastic and aspiring pupils.

- Interactive screens in each classroom.

- Free use of the school gym and staff yoga.

- Inner London Pay Scale.

- Staff wellbeing lunches and an active school wellbeing team.

- Hot meals provided for staff on open evenings and parent evenings.

- Teaching and Learning forums for staff to examine different aspects of pedagogy.

- A mentoring and coaching programme for staff.

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at

Librarian and Activities Manager

Location: Barking Abbey School, Sandringham Road, Barking IG11 9AG
Salary: Scale 4 (Pt 7 - 10)
Hours: Full time
Contract Type: Permanent
Required: ASAP
Closing date:

Teacher of Textiles (maternity cover, one-year fixed term)

Location:	Greatfields School, Net Street, Barking, Essex, IG11 7QG
Salary:	MPS
Contract:	Maternity cover, one-year fixed term
Required:	September 2024
Closing date:	Monday 10 th June 2024 at midday
Interviews:	Friday 14 th June 2024

This is an opportunity for you to work with some extraordinary and aspirational students, in a developing area of East London. The Gascoigne community is a very special place, and we are privileged to have built a school at its heart. The school is driven by the dreams, aspirations and ambitions of our students and the wider community and we would love you to join us in helping us to build a school which will drastically improve the life chances of our young people. Aspiration is at the heart of everything we do, and we passionately believe our students can compete with any other child in the country.

Greatfields opened in September 2016, and we currently have approximately 1170 students, including sixth form, in purpose-built new accommodation.

We are looking to recruit a Teacher of Textiles who shares our vision and ambitions for the young people of this community. You will be joining a highly motivated and passionate group of staff who work tirelessly in the best interests of the students. Staff development is central to everything we do, and you will receive weekly coaching sessions, a personalised CPD programme which best fits your needs and clear pathways for progression.

Please click [here](#) to view a short video featuring our headteacher and staff.

Teacher of Health and Social Care

Location: Greatfields School, Net Street, Barking, Essex, IG11 7QG
Salary: MPS
Contract:

Teacher of Spanish

Location:	Greatfields School, Net Street, Barking, Essex, IG11 7QG
Salary:	MPS
Contract:	Permanent
Required:	September 2024
Closing date:	Monday 10 th June 2024 at midday
Interviews:	Thursday 13 th June 2024

This is an opportunity for you to work with some extraordinary and aspirational students, in a developing area of East London. The Gascoigne community is a very special place, and we are privileged to have built a school at its heart. The school is driven by the dreams, aspirations and ambitions of our students and the wider community and we would love you to join us in helping us to build a school which will drastically improve the life chances of our young people. Aspiration is at the heart of everything we do, and we passionately believe our students can compete with any other child in the country.

Greatfields opened in September 2016, and we currently have approximately 1170 students, including sixth form, in purpose-built new accommodation.

We are looking to recruit a Teacher of Spanish who shares our vision and ambitions for the young people of this community. You will be joining a highly motivated and passionate group of staff who work tirelessly in the best interests of the students. Staff development is central to everything we do, and you will receive weekly coaching sessions, a personalised CPD programme which best fits your needs and clear pathways for progression.

Please click [here](#) to view a short video featuring our headteacher and staff.

To apply for this role please go to our website and fill out an application form. If you would like more information about the role, please feel free to contact the school on the e-mail address below.

vacancies@greatfieldsschool.com
www.greatfieldsschool.com

Appointments are also subje.IETQ7]TJ6 ae

Teacher of Science

Location: Jo Richardson School, Castle Green, Gale St, Dagenham, RM9 4UN
Salary: £36,745 to £56,959 (includes ILA)
Required: September 2024
Closing date: Monday 17th June 2024 at 07:00
Interviews: TBC

*Please note that **only fully completed Jo Richardson School application forms** will be considered. Due to our safeguarding procedures, we do not accept CVs.*

JRCS

This is a great opportunity to join a highly successful school as part of a friendly and very hard-working department. Established as a brand-new school in 2002, we moved into our award-winning £30 million accommodation in 2005. The school is located within easy reach of central London via the District Line and yet just minutes by car from the Essex countryside.

The school prides itself on providing both teaching and non-teaching staff with the most approving b and non

graded inspection.

Science at JRCS

Science is a thriving department at JRCS and those appointed will be joining a very effective team in first-class accommodation. We have outstanding facilities each lab has a computer, projector and a visualiser and is fully equipped with science practical apparatus. Our experienced and dedicated technicians ensure that equipment is available and ready for all lessons. The successful candidate will have the opportunity to teach KS3 to KS4 students in Science, Biology, Chemistry and/or Physics with the potential to teach their specialist subject at KS5. We have many experienced PGCE and ECT mentors so this post will be suitable for either an experienced teacher or an ECT.

In KS3 we have developed our own course based on and going beyond the national GCSE Combined Science and the separate sciences of Biology, Chemistry and Physics. In KS4 we offer GCSE Combined Science and the separate sciences of Biology, Chemistry and Physics. In KS5 we offer A Levels in Biology, Chemistry and Physics.

This is a fantastic opportunity for an enthusiastic colleague to join our vibrant and successful department.

High quality induction, including a two-week ECT school-based immersion programme in July, is available to all staff at JRCS as part of our strong commitment to continuing professional development.

Please log onto our website www.jorichardson.org.uk for further details about the school, this post, a link to our recent Ofsted report and the application process itself. All

Margaret Stone or Vicky Garland on recruitment@jorichardson.org.uk if you wish to arrange a visit to the school.

Closing date: 7.00am on Monday 17th June 2024
Interviews: TBC

JRCS is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to apply for an enhanced DBS disclosure.

English Teacher

Location: Robert Clack School, Gosfield Road, Dagenham, RM8 1JU

Salary:

Science Teacher

Location: Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
Salary: Main Pay Scale/Upper Pay Scale (Inner London)
(TLR opportunity available for suitably qualified candidate).
Required: September 2024
Closing date: Monday 20th May 2024 at 09:00.
Interviews: TBC during W/C 20th May 2024.

APPOINTMENT:

As a result of our recent and continuing school expansion, we are looking for an enthusiastic and inspirational teacher of science to join our growing team. The Science Department prides itself on teamwork and achievement. We have a fantastic science team, who are dedicated and passionate about their subject.

Candidates must be committed to delivering high quality teaching and learning, while promoting outstanding progress and attainment for all. As well as offering a comprehensive and engaging curriculum at Key Stage 3, Separate and Combined Sciences GCSE are offered at Key Stage 4, as well as A Level Biology, Chemistry, Physics and CTEC Science at Key Stage 5. Our outcomes at both GCSE and A Level are outstanding with many of our Sixth Form pupils progressing to study Medicine, Engineering, Science and Mathematics at University.

Applications are welcomed from both Early Career Teachers and experienced teachers. As one of the largest departments in the school, you will be joining a team that has a wealth of experience who will be able to support you to develop you to the next stage in your career.

The right candidate for us will be someone who can demonstrate: -

Success: We are hugely oversubscribed with a large Sixth Form. Through our provision of a broad and balanced curriculum, and an extensive range of extra-curricular opportunities, our pupils achieve excellent academic, social and cultural outcomes, despite living in an area of significant disadvantage. At the end of Year 13, our pupils go on to top University destinations, including Oxford and Cambridge. Many have progressed to employment via apprenticeships or in a variety of industries.

Working Conditions: Our pupils need the best quality teachers in the classroom, and we support our teachers through enhanced PPA time, minimal bureaucracy, supportive departments, pastoral teams and the leadership team.

Professional Advancement: We believe in training, developing and supporting teachers and support staff. Many of our teachers trained at Robert Clack; a number are former pupils of the school, including the Headteacher. We have a silver award for our CPD from the ment Trust, Investors in People Bronze award and the one time that we entered the Sunday Times Best Public Sector Company we were ranked first for Leadership,

Cover Supervisor

Location: All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
Salary: Scale 5
Contract: Fixed term to Permanent
Hours: Full time
Required: September 2024
Website: <https://www.allsaintsschool.co.uk/>
Closing date: Tuesday 21

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at office@allsaintsschool.co.uk for more details or to book a visit of our school.

Head of Year

Location: All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
Salary: Main Scale 1-6 or UPS depending on experience + TLR 1C

To take responsibility for the pastoral care and academic support for a year group.
To lead and manage staff allocated to the Tutor team.

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at office@allsaintsschool.co.uk for more details or to book a visit of our school.

Teacher of English

Location: All Saints Catholic School, Terling Road, Dagenham, RM8 1JT
Salary: Main Scale 1-6 or UPS depending on experience

Inner London Pay Scale.

Staff wellbeing lunches and an active school wellbeing team.

Hot meals provided for staff on open evenings and parent evenings.

Teaching and Learning forums for staff to examine different aspects of pedagogy.

A mentoring and coaching programme for staff.

Job descriptions of our vacancies and application forms can be downloaded from our website <https://www.allsaintsschool.co.uk/>. You will find them under School Information - Vacancies.

Alternatively, you can email the school office at office@allsaintsschool.co.uk for more details or to book a visit of our school.

History Teacher

graded inspection.

History at JRCS

We deliver an ambitious History curriculum for all students to experience which closely
There is a requirement to hold a strong desire
to teach good history, and a dedication to provide a range of diverse opportunities for
students studying history to develop their wider understanding and cultural capital. Current
experiences provided include trips to the war graves in Belgium, visits to the Tower of
London, A Levels visits to Rome and Berlin, as well as a range of London museums as
examples. By securing the role, you would join a s

Administration Assistant - Receptionist

Location: Riverside Bridge School, Renwick Road, Barking, IG11 0FU
Salary: Scale 4.7 4.10
Hours: 35 hours per week (term time only)

School visits are recommended, especially if you are currently working outside of the special education sector.

Riverside Bridge School is committed to safeguarding and promoting the welfare of our pupils and expects all staff and volunteers to share this commitment. A criminal record check via the DBS will be

ICT Support Technician

Location: Partnership Learning, Parsloes Avenue, Dagenham, RM9 5QS
Salary: £27,030 - £29,139 per annum
Hours: Full Time 35 hours per week, 52 weeks per annum
Contract: Permanent
Closing Date: 24th May 2024

ALL THROUGH SCHOOLS

[BACK](#)

Teacher of Politics

Location:	Eastbury Community School, Hulse Avenue, Barking, IG11 9UW
Hours:	Full Time
Contract:	Permanent
Start:	September 2024
Salary:	MPS incorporating Inner London Allowance
Closing date:	Monday 20 th May 2024 at Midday
Interviews:	Thursday 23 rd May 2024

About Our School:

This is an excellent opportunity for a committed and innovative individual, in a successful, well ordered, and inclusive 3-19 all through school. We are at the heart of an ethnically diverse community in London East, an area undergoing significant regeneration and building affordable homes. We are a successful school, where academic outcomes and character development are at the heart of everything we do. We believe our students can achieve and give them the opportunities to realise their potential.

We have just had a highly successful OFSTED inspection (March 2024)

from the primary into the secondary phases of the school. Pupils study a broad range of subjects. Staff help pupils to do their best and listen to what they have t

For full details of the post and an application form, please visit the school website www.eastbury.bardaglea.org.uk
Karen Dunnell kdunnell@eastbury.bardaglea.org.uk.

CVs are not acceptable and will not be considered.

Eastbury School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks including enhanced DBS checks. We value the diversity of our community and wider society and are committed to promoting and upholding equalities at our school.

Temporary HR Administration Assistant (maternity cover)

Location:	Robert Clack School, Gosfield Road, Dagenham, RM8 1JU
Salary:	Scale 6 - £28,302 - £29,129 per annum (exact salary).
Contract:	Temporary 6-month contract (maternity cover)
Hours:	35 hours per week (Monday-Friday, 08:00 - 16:00), term-time.
Required:	Monday 2 nd September 2024
Closing date:	Monday 3 rd June 2024 at 08:00.
Interviews:	TBC during June 2024.

Assistant to join our busy administration team. The successful applicant will be responsible for providing general HR administrative support to the school under the supervision of the HR Manager. You will mainly be based at one of the three sites. However, when required you will also be expected to provide HR administration support at any of the three sites.

The candidate will be required to have the following skills and experience:

- Relevant experience in a HR/recruitment administration post.
- Experience of working in an administration role within a busy medium to large organisation.
- Relevant administrative experience including ICT skills.
- Excellent levels of literacy and numeracy.
- High standard of verbal & written communication skills when dealing with colleagues, pupils, parents and visitors.
- Experience of carrying out a high volume of data entry tasks with high levels of accuracy.
- Excellent time management and organisational skills along with the ability to prioritise effectively and meet deadlines.
- Able to work effectively and professionally as part of a team.
- Able to follow instructions and adhere to all school policies.
- Ability to work on own initiative and calmly under pressure.
- Organised and able to work methodically, accurately and with attention to detail.
- Ability to work successfully in a busy and pressurised environment.

REQUIRED FOR: 2nd September 2024.

APPLICATION CLOSING DATE: 8am on Monday 3rd June 2024.

INTERVIEWS TO BE HELD: To be confirmed, during June 2024.

To view the Job Description, Person Specification and download an Application Form please go to www.robertclack.co.uk and click on Vacancies, Non-teaching vacancies, to of verbal & written c

Robert

Safeguarding Officer/s

Closing date: 8am on Monday 3rd June 2024.

Interviews: To be confirmed, during June 2024.

Robert Clack School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants must be willing to undergo identity checks, an online internet search, checks with past employers and an enhanced Disclosure & Barring Service check.

Literacy Mentor

Location: Eastbury Community School, Hulse Avenue, Barking, IG11 9UW
Salary:

