



**Samuel Allsopp**  
Primary & Nursery School

**Head Teacher:** Mr Lee Smith

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June 2025

Dear Applicant,

**One-To-One Teaching Assistant Vacancy**

**Part-time position, 15-hours per week, Term-time only**

**Grade 3 - £24,404 FTE per annum / £8,548.24 actual salary per annum (pay award pending)**  
**(FTE contract 37-hours) / 45.05 paid weeks**

Thank you for your interest in our post as a One-to-One Teaching Assistant, working with a pupil within our Early Years phase. This contract is fixed term in the first instance, until July 2026, when it will be reviewed in-line with funding. This position is to start from September 2025. Please find enclosed a job description, person specification and application form.

Our school has two sites - our Victoria Road site for Nursery to Year 2 pupils, plus a specialist Speech and Language Centre, and our Orchard site for Years 3 to Year 6. Our school serves a predominantly ethnic community where over 90% of our pupils speak English as an additional language.

Applicants should be qualified to NVQ Level 2 Teaching Assistant (or relevant equivalent). Experience of previous employment working with children with special educational needs or EYFS is preferred but not essential. Your application form should outline the experience you have working with children and any strengths and skills you feel you could offer the school.

Please note that completed applications should be returned to school as soon as possible via email to [office@samuelallsopp.staffs.sch.uk](mailto:office@samuelallsopp.staffs.sch.uk), as all applications will be considered at the point of admission and interview dates are to be confirmed.

We look forward to hearing from you.

Yours sincerely

Mr L Smith  
Headteacher