Thank you for your interest in the position of Teaching Assistant, to support the care and learning of our pupils. The post is being advertised at 19 hours split over the following times:

Monday – 10:45-3:30

Wednesday 09:00-12:00

Thursday – 10:45 -3:30 and

Friday - 07:30 -3:30

These are our ideal times but there may be some flexibility to change.   
Arkholme is a Church of England Primary School, currently catering for 101 children between the ages of 3 and 11. Arkholme is a lovely village within an easy commute of Carnforth (10 mins), Lancaster (20 mins) or Kirkby Lonsdale (15 mins). Our school building has four mixed age classes; Puffins (our Early Years Foundation Stage Class) for nursery and reception. Robins, is our KS1 class, Kingfishers is for years three and four and Owls is for years five and six.

Our classrooms are well organised and resourced. We have a large outdoor environment; school garden and pond area for nature observations, the use of a large community field and a dedicated outdoor area for our KS1 class. All in all, we have a beautiful setting where our children can grow and learn.

We have a strong dedicated staff team who are very hard-working and committed to providing the very best learning opportunities for our children. We are supportive and friendly and enjoy working together as a team. We set high standards for learning and behaviour and our children work very hard to live up to these expectations. It is important to us that our teachers plan and deliver lessons which are interesting and engaging. We have revised our curriculum to ensure that our creative approach to learning and teaching provides full coverage of the National Curriculum. We have good links with the church and local community and are very well supported by parents.

We are looking to appoint an outstanding teaching assistant who:

* has experience of working across primary phases

* is flexible and is prepared to adapt to changing needs
* is patient, kind and has an understanding nature
* is approachable on both a personal and professional level
* is able to recognise and develop the importance of strong links between home and   
   school

* is determined to do their job to the best of their ability
* is committed to equal opportunities and can contribute to providing an inclusive learning   
   environment

Completed applications should be returned preferably by email to the Head teacher at the school.

Closing date: Thursday 29th May (by noon)

Interviews: Wednesday 11th June 2025

The governors and I hope that you will give us the opportunity to consider your application.

Yours sincerely,

A close up of a word

Description automatically generated Joy Ingram (Head teacher)