



PENNY FIELD SCHOOL

Educare Assistants

Pay grade: Point 4-6 TTO
(FTE - £18,933 to £19,698. Actual £11,806 - £12,283.)

Hours of work: Monday – Friday, 27.5hrs per week, term time only

We are looking for a permanent Educare Assistant to work at the Penny Field School

Penny Field School is a special school for children and young people aged 2-19 with complex educational needs and disabilities. We are looking to receive applications from dedicated professionals who are passionate about improving the outcomes and life chances of our fantastic students.

Main Duties:

To attend to the pupils' personal and intimate care needs and implement related personal programmes. (including feeding, social, health, physical, hygiene, first aid, and toileting, hydrotherapy/swimming, behaviour and communication and interaction) as required.

Ensure the cleanliness and 'operating readiness' of changing areas and learning spaces i.e. changing pods, work tops, changing beds, emptying and washing out bins.

To be responsible for the general tidiness of specific changing areas.

Our Candidates:

We require skilled, enthusiastic people who are willing to learn.

You will need to be flexible and adaptable, a good communicator, cheerful, calm and work as part of our team.

In return we will offer:

A commitment to you and your professional development.

Strong, supportive leadership and staff.

Wonderful pupils who will reward you with many memories that will last throughout your entire career.

For a discussion about the post please contact Hannah.duffey@pennyfield.org.uk via email.

Please email completed applications to sarah.dowse@greenmeadows.org.uk

Closing date for applications is Midnight on Sunday 6th February, with interviews to be held as soon as possible the week after

If you are currently living overseas or have lived / worked overseas in the last five years please be aware that you will be required to provide an overseas criminal records check from the country/countries you have resided in, if you are the preferred candidate for the post.

All applicants are required to complete the Equal Opportunity and Diversity Monitoring Form –

<http://bit.ly/WATEqualOpportunities>

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All shortlisted candidates will be required to complete a self-disclosure form. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website. Successful candidates will also be required to undergo an enhanced disclosure and barring services check.

We promote diversity and want a workforce which reflects the population of Leeds.Appointments are made subject to an Enhanced Disclosure and Barring Service check, Occupational Health assessment (via completion of health questionnaire if successful) and satisfactory references.