

## **Our Lady of Grace Catholic Academy**

**Woodland Street, Biddulph**

**Telephone 01782 512644**

**E Mail [office@olognewman.co.uk](mailto:office@olognewman.co.uk)**

**Web address [Home | Our Lady of Grace Catholic Academy](#)  
([ourladyofgraceacademy.co.uk](http://ourladyofgraceacademy.co.uk))**

**Wrap Around Care Assistant required to start January 2024  
(Permanent position) 20 hours per week  
Level 2 Salary £10,264.00 – £10,672.00  
7.30am – 8.30am and 3.00pm to 6.00pm – Monday to Friday**

**We would be willing to split the post if candidates would prefer either just mornings (5 hrs per week) or afternoons (15 hours per week). Please contact the school to discuss this.**

Our Lady of Grace is part of the Newman Catholic Collegiate. The Governors are seeking to appoint a hardworking and committed Wrap Around Care Assistant to join our enthusiastic team. Our Lady of Grace and its partner school, St.Mary's are both rated outstanding by Ofsted and we are looking for a practitioner to complement our outstanding team.

We are delighted to advertise a vacancy for a permanent Wrap Around Care Assistant.

The successful applicant will:

- Demonstrate a professional and respectful approach to both children and adults
- Have good interpersonal and communication skills
- Interact well with children (playing games, craft ideas, indoor and outdoor play)
- Be creative and imaginative (planning activities)
- Promote and safeguard the welfare of children you are responsible for or come into contact with
- Support and maintain positive links between home and school by making parents feel welcome
- Support the setting up and clearing away of **before and** after school club equipment and preparing snacks
- Be responsible for ensuring that after school club equipment is hygienically maintained
- Completion of statutory records

The successful candidates are assured that:

- The school provides a happy, welcoming environment in which pupils are valued.
- High quality support, induction and mentoring
- Good opportunities for professional development
- Supportive families and delightful pupils
- Enthusiastic staff who enjoy working as a team

**Candidates are welcome and encouraged to visit the schools by prior arrangement.**

**Application packs are available from Mrs Kelly MGough , Academy Manager,  
Woodland Street, Biddulph ST8 6LW and also on the school's Website:**

**[Our Lady of Grace Catholic Academy - Vacancies \(ourladyofgraceacademy.co.uk\)](http://ourladyofgraceacademy.co.uk)**

For further information about this post, or to arrange a school visit, please contact  
Mrs S Rathbone, Executive Principal

Closing date for all applications: 15<sup>th</sup> December 2023 12pm

Interviews will be held: wb 18<sup>th</sup> December 2023

**DBS Checks**

This post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Amendment Order 1986 and, as such, it will be necessary for a Submission for Disclosure to be made to the Disclosure and Barring Service to check for any previous criminal convictions. Click here for further information.

**Asylum and Immigration**

To comply with Asylum and Immigration legislation you will be required (if appointed) to provide one or more documents from the Immigration Act 2006 - List A and B. You must provide proof of current and valid permission to be in the United Kingdom and valid permission to do the type of work offered. Further information is available at:  
[www.bia.homeoffice.gov.uk/employers/](http://www.bia.homeoffice.gov.uk/employers/)