

## Higher Level Teaching Assistant (HLTA) PPA and Leadership Cover

### Advert

<b>Start Date:</b>	1 September 2026
<b>Contract/Hours:</b>	3.5 days per week plus 1 staff meeting per term, term-time only.
<b>Salary details:</b>	Grade 8 (NJC - Green Book)
<b>Contract Type:</b>	Temporary until 31 August 2027, with a view to extend.
<b>Closing Date:</b>	9am on Friday 24 April 2026
<b>Interview Date:</b>	Friday 1 May 2026

Are you ready for a new challenge? Do you enjoy teaching but not the workload? Do you want flexible working days?

Are you ready for the next step in your career?

Would you thrive in a role that offers variety, responsibility, and the chance to teach across three out of four classes? Are you creative, flexible and eager to make a greater impact beyond classroom support?

We are a popular, oversubscribed village school with a strong sense of community. We are looking for a passionate and skilled Higher Level Teaching Assistant (HLTA) who has been a teacher and/or has carried out the role of HLTA in a few schools.

### Why join us?

This is a fantastic opportunity for an experienced teacher or HLTA, at any stage in their career, to contribute meaningfully to our outward-looking, progressive school. We offer a supportive, forward-thinking team that is committed to continual improvement and professional development. We invest in our staff – from collaborative planning time to engaging CPD. Staff meetings are used for high-impact development: reading current research, engaging in training, or planning together. Many of our team pursue further qualifications, including Level 7 Apprenticeships and MScs in Leadership and Management.

## Clanfield Church of England Primary School

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### What makes us special?

- Our children are enthusiastic, inquisitive and eager to learn and succeed.
- Our families are supportive, proactive and deeply community minded.  
Our Headteacher and Governors are ambitious and tenacious in their approach to school leadership. Our Headteacher was a School Improvement Partner for the Local Authority and a mentor to aspiring Headteachers. She is now an Executive Headteacher.

Our Ofsted report February 2022 commented on '*Clanfield being a harmonious place where staff, pupils and parents and carers all feel that they are part of one close-knit family. Happiness and joy are apparent everywhere*'.

### We are looking for someone who:

- Can work effectively within a team, whilst being self-motivated and able to work independently
- A values-led individual who has high expectations of achievement and behaviour for themselves and others.
- Is flexible, adaptable and confident covering multiple classes.
- Can follow planning carefully and uphold school policies.
- Is committed to their own development and professional growth.
- Builds and maintains professional relationships with staff, pupils and families.
- Has a good sense of humour and a positive outlook.

### In return, we can offer you:

- A happy, supportive and friendly environment where we work effectively as a team - Ofsted and recent staff survey reported 100% staff are happy in their role.
- Enthusiastic pupils who are inquisitive and want to learn of whom 100% enjoy School (Ofsted, 2022).
- Governors who are committed to the continuing development of the school and staff.
- Wellbeing days.
- The chance to make a real difference within our school and community.
- The opportunity to be involved in planning an ambitious, inspiring and challenging curriculum for all pupils - one which has been shared in the local authority as a model of excellence.
- A promise to ensure workload is constantly monitored for all staff.
- A sociable, high spirited and happy team.
- A village with an award-winning café, boutique restaurant and outdoor education centre within 500 metres.

**This is no ordinary school; this may be a small school, but it has a big ambition.**

## Clanfield Church of England Primary School

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Please contact our School Office on 01367 810257 to arrange a visit; we look forward to welcoming you.

**Mrs Kim Rogers**

Headteacher

**Application Procedure:**

We welcome informal conversations with the Headteacher and encourage you to come and visit our school and meet our staff and pupils. In all circumstances, please contact Ms Betts (Business Manager) for further details and an application pack; telephone 01367 810257 or email [office.3100@clanfield.oxon.sch.uk](mailto:office.3100@clanfield.oxon.sch.uk). We reserve the right to interview candidates prior to the closing date. Early applications are encouraged. Please note that we are unable to accept CV applications.

**Safer Recruitment**

Oxfordshire Schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post involves the type of work with children and young people that requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All users are considered confidentially and according to the nature of the role and information disclosed.

As part of the vetting procedures, shortlisted candidates will be subject to an online search. This isn't part of the shortlisting process, and there will be a chance to address any issues of concern should it be necessary.