



Greasley Beauvale Primary School

Greasley Avenue, Newthorpe, Nottingham, NG16 2FJ

Telephone: 01773 712128

E-mail:- office@greasley.notts.sch.uk

Head Teacher – Michelle Bates

November 2025

Dear Applicant,

Temporary Full-Time Learning Support Assistants (LSA) from January 2026-July 2026 (Two terms, 30 hours – Term-time only - Grade 2):

Thank you for your interest in the above posts. Please find attached an application form and relevant information relating to the posts. Visits to the school are recommended as part of the application process (unless relocation is a factor) and these can be booked in by emailing the School Business Manager, Emma Poxon, on epoxon@greasley.notts.sch.uk.

Nottinghamshire County Council and the school are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment. Please note that in line with the safeguarding requirements, if you are shortlisted:

- references will be requested prior to interview from your current or last employer. Referees may also be contacted by telephone;
- school may consider doing an online search of any social media sites. This is purely to identify any possible matters that might relate directly to our legal duty to meet the safeguarding duties set out in KCSiE 2024;
- you will need to bring with you to the interview original documentation to prove your identity and that you have a right to work in the UK;
- you will need to bring with you to the interview original qualification certificates essential to the post.

Further details will be given if you are invited to an interview. Please also note that if you are successful for a teaching post in a school you will also be subject to a prohibition from teaching check and for certain posts in schools a disqualification under the childcare act 2006 check will also be required if you work in certain settings.

The school, together with the recognised trade unions, is committed to the development of positive policies to promote equal opportunities in employment and in the delivery of our services, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity or trade union membership status. This commitment will apply to recruitment and selection practices, training and development, promotion and in the application of national and local agreements

in respect of pay and conditions of service. Disabled candidates who meet the essential requirements of the post will be guaranteed an interview.

Completed application forms should be returned, for the attention of Michelle Bates and the Governing Body by hand, post or e-mail (epoxon@greasley.notts.sch.uk). Please note that only letters and fully completed application forms will be accepted and the school will not accept CVs in lieu of the application form.

If you have any queries or questions about the post, please do not hesitate to contact the school office. Likewise, if you need further guidance or assistance with completing your application form do not hesitate to get in touch.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Bates', written in a cursive style.

Mrs Michelle Bates
Head Teacher

