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Dear Applicant,

Thank you for your interest in joining St Mary's RC Primary School. We are seeking a caring, enthusiastic and motivated Teaching Assistant 2b who shares our ambition for every child to believe in themselves, achieve their potential and flourish.

Set in the rural village of Osbaldeston in the beautiful Ribble Valley, St Mary's is a small school with a warm welcome and a strong sense of family. Our Catholic ethos shapes all that we do. We know our children as individuals, value their strengths and talents, and work together to provide the care, encouragement and opportunities they need to thrive.

As Headteacher, I am passionate about offering every child an excellent education within a nurturing and inclusive community. You will join a friendly, dedicated team, supported by committed governors, supportive families and strong links with our parish, Our Lady, Queen of Martyrs. We combine high expectations with kindness, creativity and a shared commitment to educating the whole child.

About the role

Working across the school under the direction of class teachers, you will support learning in the classroom and work with individuals and small groups, including children with special educational needs. You will help pupils develop confidence, independence and positive relationships, contribute to monitoring their progress, and support children and colleagues during lunchtime. It is a varied and rewarding role, with the opportunity to make a real difference every day.

Post	Teaching assistant 2b
Salary	Grade 5 £26,847 to £29,071 Pro rata
Hours	Part-time, term-time only; minimum variable hours of 20 per week
Working Pattern	Open to discussion, for example 5 Days Monday–Friday, 9am–1pm OR 3 full days 9-3 and 1 half day 9-12.30
Contract	Temporary until 31 August 2027; may be extended subject to funding
Start date	Monday 9 November 2026, or as soon as possible thereafter

The person we are looking for

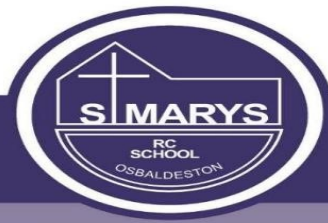
We would love to hear from someone who:

- Builds warm, positive relationships with children and colleagues, and puts children's learning and welfare first.
- Has high expectations of learning and behaviour, with a practical, creative approach to helping children succeed.
- Has strong literacy and numeracy skills, a good understanding of the primary curriculum, and experience of supporting children with a range of special educational and behavioural needs.

St Mary's RC Primary School, Longsight Road, Osbaldeston BB2 7HX

Tel no. 01254 812543

email bursar@smrc.lancs.sch.uk head@smrc.lancs.sch.uk



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- Communicates clearly, works confidently both independently and as part of a team, and brings flexibility, patience and a sense of humour.
- Is reflective, keen to develop professionally, and willing to support our Catholic ethos and school values.

Applicants should hold GCSE English and Maths, or equivalent qualifications, and an NVQ Level 2 teaching assistant qualification, or equivalent. Experience of working with children is essential. Experience across different year groups, a first aid qualification and current safeguarding training are desirable.

What we can offer you

You will be welcomed into a caring school family, with children who enjoy learning and a team who support one another. Our governors value staff development, and we welcome fresh ideas and a willingness to learn. Your contribution will be valued, and you will have the satisfaction of helping children grow in confidence and achieve success.

Come and meet us

We warmly encourage you to visit. A letter can only give a glimpse of our school; meeting our children and staff is the best way to experience it. To arrange a visit or an informal conversation, please contact me on 01254 812543 or email head@smrc.lancs.sch.uk. You can also find out more at www.smrc.lancs.sch.uk.

How to apply

Please complete the CES application form provided with the vacancy information and return it to head@smrc.lancs.sch.uk. CVs cannot be accepted. Please ensure that your application includes a complete employment history and explains any gaps.

Closing date: Monday 26 October 2026 at 12 noon.

Interviews and observations of working with children: Week commencing Monday 2 November 2026.

St Mary's is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Appointment is subject to satisfactory safer recruitment checks, including an enhanced DBS check. Online searches will form part of our due diligence for shortlisted candidates. We welcome applications from all sections of the community.

I look forward to meeting you and hearing what you could bring to our school family.

Kindest regards,

Mrs Maria Coulthard

Headteacher

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