



**William Penn School**  
**'Living, Laughing and Learning Together'**

Coolham, West Sussex, RH13 8GR Tel: 01403 741274  
[www.williampenn.co.uk](http://www.williampenn.co.uk)

**Job Advertisement – Teaching Assistant Part Time (Term Time)**

**To start September 2025**

Hours per week: Part time - Monday-Friday / Term Time Only  
23.75 hours per week / 8.30am – 1.15pm  
(some flexibility to be discussed and agreed)

Salary: WSCC TA Grade 3, point 3 - 4 £18,887 - £19,264 FTE pro rata  
(Temporary contract for minimum period of one academic year)

We would like to appoint a conscientious, dedicated and ambitious Teaching Assistant on a temporary basis to work as part of our school team.

The successful candidate will:

- **Be committed to pupil and staff well-being and the need to safeguard children (safeguarding is a whole school responsibility)**
- **Willing to support children across a range of activities, both class based and individual activities**
- **Willing to work with specific children with complex needs as required**
- **Have the ability and enthusiasm to support the teachers and learners in raising standards of achievement and attainment for all**
- **Be an excellent team player and an effective communicator**
- **Professional, dedicated and resilient, and enthusiastic to work in a school environment, making a difference to the lives of the children in their care.**

Applications are invited from both experienced qualified candidates and those new to role, who will be able to make a positive commitment to this thriving school.

The school can offer you:

- **Well motivated and hard-working children**
- **A very supportive and friendly team**
- **Opportunities to develop through CPD (Core Professional Development) and JPD (Joint Professional Development) where applicable**

Visits to the school are warmly welcomed and encouraged. If you would like to visit the school or discuss the post further, please contact us [office@williampenn.co.uk](mailto:office@williampenn.co.uk)

We are an equal opportunities employer and committed to safeguarding and promoting the welfare of children. This post is subject to an enhanced Disclosure & Barring Service (DBS) check and qualifications check.

Please apply using the WSCC non teaching application form, do not send a CV

**Closing Date:** 2<sup>nd</sup> July 2025  
**Interview Date:** 9<sup>th</sup> July 2025