

St Joseph's Specialist Trust, Cranleigh, Surrey

Healthcare Assistant

32.5 hours per week, term time only (including 5 in-service training days)

Actual salary range £16,674 - £17,339 pa dependent on experience
(FTE £19,440 - £20,216 based on 32.5 hours / 52 weeks)



*With an additional £1,000 Retention Bonus***

We are seeking an enthusiastic individual to join our small, friendly team of Healthcare Assistants in our school medical department. The role will involve assisting with the correct administration of First Aid, treatments and medication to our students and staff as well as delivering training to staff. Previous experience is preferred but not essential.

Hours of work: 8:30am-3.30pm (with ½ hour unpaid break) 5 days a week during term time (35 hours per week) and on In-Service training days (5 days).

Supporting our students can sometimes be challenging. Physical and mental resilience is crucial, you need empathy and compassion and should possess the drive to make a real difference to the lives of our young people. You will have the ongoing support of a skilled and dedicated team. Comprehensive training and mentoring include learning about safeguarding, autism and positive behaviour support are provided.

Why St Joseph's?

- **£1,000 Retention bonus - £250 after 1 month, £250 after 1 year, £500 after 18 months at Trust (subject to tax and NI)
- Life Insurance and Medical cashplan commencing after a month at Trust
- Team Teach positive behaviour support training, refreshed every two years, with ongoing assistance from on-site Team Teach tutors within our Inclusion Team
- Personalised approach to CPD, including training courses paid for by the Trust and regular 1:1 line management support with online appraisals
- Free hot lunch supplied by our in-house catering team during term time
- Ample on-site parking
- Employee assistance service (confidential, professional wellbeing and counselling 24/7 service for you and your family members)
- Excellent network of support across the organisation including a team of Adult Mental Health First Aid and Occupational Health
- Discount on fitness classes throughout Surrey
- Based on a beautiful 23-acre site in a semi-rural area on the edge of the Surrey Hills (own transport is desirable due to semi-rural location)

How to apply

We are happy to consider a CV initially, however shortlisting for interview is based only on a fully completed application form (including full education and employment history, a bit about yourself and why you are applying for this role, what experience you have and what you can bring to the role), per safer recruitment guidelines for our setting. For an application pack (including form, job profile and person specification) or further information please email the Recruitment Team at recruitment@st-josephscranleigh.surrey.sch.uk or call on 01483 272449 and ask for recruitment, who will be able to assist.

We will interview suitable candidates as received. Please note that we do not sponsor applicants to relocate from overseas at this time.

See our website <https://st-josephscranleigh.surrey.sch.uk/recruitment/> for further details of the Trust and the recruitment tab for details of the role and also a link to the electronic application form.

Closing date for applications (which may be submitted electronically) is 12 noon on Wednesday 24th July 2024. However, we reserve the right to interview suitable candidates prior to the deadline and, if offered and accepted, to close the position early.

*St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people.
This position requires an enhanced DBS disclosure and take up of references.*