

RE : Higher Level Teaching Assistant (HLTA)

TERMS : As per Job Description

Dear Sir or Madam,

Thank you for taking the time to find out about our opportunity to act as a HLTA within our school.

Mayfield School is undergoing a period of expansion from a 1000 place secondary school to a 1540 place 'all through school'. The key milestones to date have been:

In September 2012 we opened a 60 place pre-school and nursery on the school site which has been judged as "outstanding" by OfSTED. Staff members are guaranteed access to this very popular and highly oversubscribed facility.

In July 2013 Mayfield School secured approval from Portsmouth City Council to extend our age range from 11-16 to 4-16 and become the city's first 'all through' school and one of only a handful of state, single site, 'all through' schools in the country. With this change in status, the school has undertaken a significant building programme drawing on over £4 million in additional capital.

In September 2014, we welcomed the first intake into our primary section and became one of the most oversubscribed schools in the city, with 60 pupils joining us, many of whom were in our pre-school. Each year the school will continue to admit 60 pupils into Year R (plus 30 into Year 3) until the primary section fills by 2020 and the school reaches its maximum capacity of 1540 pupils across all phases.

In September 2016, Mayfield was inspected by OfSTED and was judged as 'good' in all areas. In particular, inspectors noted:

"Virtually all pupils continue into education, training and/or employment when they leave school"

"The school's curriculum prepares pupils well for life in modern Britain"

Most recently, Mayfield has been successful in its bid for priority school building project (PSBP) funds which will result in the construction of a 'state of the art' purpose built 'all through' school on the east field of the current site. Work is anticipated to start in Autumn 2019 and the new multi- million-pound building will be handed over in September 2021.

With the growth of our Primary Section, we are now looking to appoint a HLTA who will be initially based in KS2. The person appointed will work under the supervision of an experienced and well qualified teacher and be responsible for delivering lessons to assigned classes or groups of pupils. The successful candidate is very likely to have worked within our Primary Section as a Teaching or Learning Support Assistant and will be ready for the next step within an 'all through' school. Alternatively, staff members from our Senior Section will need to show aptitude to work with younger pupils. Over time, we see this role developing and therefore the person appointed may be moved to either KS1, 2, 3 or 4 or some mix of these.

To apply for this post, please write an email expressing your interest which should be sent to Mrs. Lynne Hollis, PA to the Headteacher on hollis@mayfield.portsmouth.sch.uk by 4:00pm on Friday 21st June. If you have any questions, or would like an informal chat then please speak with Matt Stedman.

Thank you for taking the time to find out about our school and the exciting changes taking place.

Best wishes,



Mr. David Jeapes – Headteacher