

• **Further action by school in event of closure decision**

Last updated: August 2023

It is a statutory requirement to inform the local authority, if you decide to close your school, e.g. due to severe weather conditions. Report any school closures to schools incidents desk: Mobile: 07940 546 263 Email: dunhams@ealing.gov.uk And...

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• **Terms and conditions**

Last updated: March 2023

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• **Admin staff and school business managers**

Last updated: November 2024

Administrative assistants Administration assistants perform a wide range of office support duties including data entry, photocopying, filing and answering the phone as well as aspects of school finance. School administrator level 1: scale 4 Job...

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• **Learning support**

Last updated: November 2024

Teaching assistants (TAs) TAs work alongside teachers in the classroom, helping pupils with their learning on an individual or group basis. Some specialise in areas such as literacy, numeracy, special education needs, music, English as an additional...

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• **Pupil support generic job descriptions**

Last updated: April 2024

Learning mentors Learning mentors support, motivate and challenge pupils who are underachieving. They help pupil overcome barriers to learning caused by social, emotional and behavioural problems. Learning mentor (primary): scale 6 Job...

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• **Site staff**

Last updated: April 2024

Cleaning staff Cleaning staff work either on their own or in a team, ensuring that the school premises are clean and hygienic. Cleaner in charge: scale 2 Job description Person specification Cleaner: scale 1 (point 7 to 11) Job description Person...

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• **Special school generic job descriptions**

Last updated: April 2024

The job descriptions have been developed in consultation with special school headteachers and take into account a number of factors. These include existing practice in schools, the National Agreement and the National Joint Council (NJC) guidelines...

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• **Specialist and technical staff**

Last updated: September 2024

Sports coach Sports coach: scale 7 Job description Person specification Science technicians Science technicians ensure science lessons run smoothly by looking after and setting up equipment and helping out with demonstrations and practical classes...

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• **Resources**

Last updated: October 2021

London Grid for Learning Excellent teaching and learning resources for all the key stages. National Curriculum Programmes of Study: Key stage 1 and 2 Key stage 3 Science learning centres The national network of Science Learning Centres provides exciting...

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Who makes the decision to close

Last updated: August 2023

The decision to close a school is made by the headteacherThe chair of governors and the LA should be informed as soon as possible.We would like to remind you that it is a statutory requirement to report any school closure to the LA, e.g. if you...

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