

CLASSROOM ASSISTANT – PART TIME

Job details: Classroom Assistant

Contractual hours: part time – 2 hours

Job Type: Classroom Support

Responsible to: Class Teacher

Location: Baden-Powell and St. Peter's Primary School

Job overview:

As a Class Teaching Assistant, you will help the teacher and pupils during lessons. This role is about being helpful, responsible, and kind, and supporting learning in the classroom.

You will act as a positive role model and help make the classroom a calm, friendly place where everyone can learn.

Key responsibilities:

- Help pupils with their work by explaining instructions
- Support younger children
- Hand out books, equipment, and resources
- Keep the classroom tidy and organised
- Listen carefully to the teacher and follow instructions
- Praise pupils for good effort and behaviour
- Help pupils stay on task and try their best

Person specification

- Be responsible and trustworthy
- Be kind, patient, and helpful
- Listen carefully and follow instructions
- Work well as part of a team
- Set a good example through your behaviour
- Be positive and encouraging

Closing date: Friday 5th June 2026



**Baden-Powell & St. Peter's
CE Junior School**

*Baden-Powell & St. Peter's CE Junior School,
Poole, Dorset, BH14 8UL*

Head Teacher – PART TIME

Job details: Head Teacher

Contractual hours: part time – 2 hours

Job Type: Senior Leadership

Responsible to: Mrs Rusling

Location: Baden-Powell and St. Peter's Primary School

Job overview:

The **Headteacher** is the leader of the school. They help everyone work together so that the school is a **safe, happy, and successful place to learn.**

As a Headteacher in this role-play, you will pretend to lead the school by making good decisions, being a positive role model, and supporting pupils and adults.

Key responsibilities:

As Headteacher, you may be asked to:

- Set a good example with your behaviour and attitude
- Help make important decisions about school life
- Support teachers, support staff, and pupils
- Welcome visitors and speak confidently to others
- Make sure school rules are followed fairly
- Encourage everyone to do their best
- Help solve problems calmly and sensibly

Person specification

- Be confident and responsible
- Be kind, fair, and respectful
- Listen carefully to others' ideas
- Make sensible decisions
- Lead by example
- Stay calm when things are tricky
- Work well with adults and children

Closing date: Friday 5th June 2026



**Baden-Powell & St. Peter's
CE Junior School**

Deputy Head Teacher – Part Time

Job details: Deputy Head Teacher

Contractual hours: part time – 2 hours

Job Type: Senior Leadership

Responsible to: Mrs Knowles

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Do you enjoy being a leader?

Are you responsible, fair, and a good role model?

Do you like helping others and sharing ideas to improve school life?

Our school is looking for a confident and sensible Year 6 pupil to take on the exciting position of Deputy Headteacher.

Key responsibilities:

- Support the Headteacher with ideas and decisions
- Help promote good behaviour and positive attitudes
- Listen to pupils and share their ideas or concerns
- Help solve small problems fairly and calmly
- Be a role model around the school
- Encourage kindness, respect, and teamwork

Person specification

- Is responsible and trustworthy
- Shows confidence when speaking to others
- Can listen carefully and be fair
- Works well as part of a team
- Sets a good example to younger pupils
- Wants to help make the school even better

Closing date: Friday 5th June



**Baden-Powell & St. Peter's
CE Junior School**

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Assistant Head and Maths Lead

Job details: Assistant Head and Maths Lead

Contractual hours: part time – 2 hours

Job Type: Senior Leadership

Responsible to: Mr Ballance

Location: Baden-Powell and St. Peter's Primary School

Job overview:

As an Assistant Headteacher and Maths Lead, you will help the Headteacher to make our school a positive place where everyone can learn and feel supported. You will also help to improve maths learning by encouraging pupils and sharing good ideas.

This role is about leadership, teamwork, and responsibility. You will be expected to set an excellent example to others.

Key responsibilities:

- Help the Headteacher with ideas to improve the school
- Be a role model for behaviour and learning
- Help solve small problems fairly and calmly
- Talk to pupils and listen to their ideas or concerns
- Encourage kindness, teamwork, and respect
- Promote a positive attitude towards maths
- Encourage pupils to try their best in maths lessons
- Share ideas about how maths can be fun and exciting

- Help check that maths resources are tidy and ready
- Support other pupils with confidence in maths

Person specification

- Be confident and speak clearly
- Be fair, kind, and respectful
- Listen to others and value their opinions
- Take responsibility seriously
- Be organised and ready to help
- Enjoy maths and try hard in maths lessons

Closing date: Friday 5th June



**Baden-Powell & St. Peter's
CE Junior School**

Assistant Headteacher – Part time

Job details: Assistant Headteacher

Contractual hours: part time – 2 hours

Job Type: Senior Leadership

Responsible to: Mrs Inns

Location: Baden-Powell and St. Peter's Primary School

Job overview:

As an Assistant Headteacher, you will help the Headteacher to make our school a positive place where everyone can learn and feel supported. You will also help to improve curriculum learning by encouraging pupils and sharing good ideas.

This role is about leadership, teamwork, and responsibility. You will be expected to set an excellent example to others.

Key responsibilities:

- Help the Headteacher with ideas to improve the school
- Be a role model for behaviour and learning
- Help solve small problems fairly and calmly
- Talk to pupils and listen to their ideas or concerns
- Encourage kindness, teamwork, and respect
- Promote a positive attitude towards learning
- Encourage pupils to try their best in all lessons

Person specification

- Be confident and speak clearly
- Be fair, kind, and respectful
- Listen to others and value their opinions
- Take responsibility seriously
- Be organised and ready to help

Closing date: Friday 5th June



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Music Director – Part Time

Job details: Music Director

Contractual hours: part time – 2 hours

Job Type: Classroom support

Responsible to: Mrs Talbot

Location: Baden-Powell and St. Peter's Primary School

Job overview:

We are looking for an enthusiastic and confident Music Director to lead music across our school. This role is part of a special role-play learning opportunity where you will pretend to be the teacher responsible for music.

As Music Director, you will help pupils enjoy music, learn new skills, and feel confident performing and creating music together.

Key responsibilities:

- Plan and lead fun music lessons and activities
- Teach songs, rhythms, and simple musical skills
- Help pupils sing, clap, or play instruments together
- Encourage teamwork and confidence during performances
- Help organise assemblies, concerts, or performances
- Share your love of music with others
- Set a positive example through behaviour and attitude

Person specification

- Enjoy music and be willing to perform or lead
- Be confident speaking in front of others
- Be patient, kind, and encouraging
- Listen to others and give clear instructions
- Work well as part of a team
- Be organised and responsible

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Woodland School Supervisor

Job details: Woodland School Supervisor

Contractual hours: part time – 2 hours

Job Type: Support Staff

Responsible to: Mrs Rockstar

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Do you enjoy being outdoors?

Do you like helping younger children?

Do you enjoy nature, teamwork, and learning new skills?

We are looking for a kind, responsible, and enthusiastic Year 6 pupil to become a Woodland School Helper. In this role, you will help support younger learners during outdoor learning sessions.

Key responsibilities:

- Help younger children feel safe and included outdoors
- Support activities such as building dens, exploring nature, or games
- Encourage teamwork, sharing, and kindness
- Help explain instructions clearly and calmly
- Look after equipment and help tidy up
- Follow safety rules and listen carefully to adults

Person specification

- Be kind, patient, and helpful
- Enjoy working with younger children
- Be responsible and sensible outdoors
- Listen carefully and follow instructions
- Work well as part of a team
- Show respect for nature and wildlife

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IT Technician – Part Time

Job details: IT Technician – Part Time

Contractual hours: part time – 2 hours

Job Type: Support Staff

Responsible to: Mr Branford

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Are you good with computers?

Do you enjoy helping others solve problems?

Would you like to learn how technology works in our school?

We are looking for a responsible and enthusiastic Year 6 pupil to become a School IT Technician for this careers opportunity.

Key responsibilities:

- Help pupils log on to computers or iPads
- Support teachers with simple technology problems
- Check that devices are charged and ready to use
- Help look after IT equipment
- Follow safety rules when using technology
- Be calm, patient, and helpful at all times

Person specification

- Enjoys using technology
- Is responsible and trustworthy
- Can listen carefully and follow instructions
- Is kind and patient when helping others
- Works well as part of a team
- Uses technology safely and sensibly

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Office Admin Assistant – Part Time

Job details: Office Admin Assistant

Contractual hours: part time – 2 hours

Job Type: Admin Support

Responsible to: Mrs Crisp

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Do you enjoy being organised?

Are you helpful, polite, and reliable?

Would you like to learn how the school office works?

Our school is looking for a responsible and friendly Year 6 pupil to take on an Office Assistant position.

Key responsibilities:

- Help organise paperwork and folders
- Deliver messages or letters to classrooms
- Help prepare resources or envelopes
- Tidy and organise the office area
- Greet people politely and direct them to an adult
- Follow instructions carefully and work sensibly

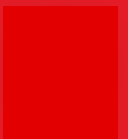
Person specification

- Is organised and careful with materials
- Is polite, calm, and respectful
- Can follow instructions and rules
- Is trustworthy and responsible
- Works well with adults and pupils

Closing date: Friday 5th June



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LITERACY LEAD

Job details: Literacy Lead

Contractual hours: part time – 2 hours

Job Type: Senior Leadership and Classroom Support

Responsible to: Mrs Hay

Location: Baden-Powell and St. Peter's Primary School

Job overview:

We are seeking an enthusiastic, motivated, and highly skilled Literacy Lead to join our dedicated team. This is an exciting opportunity to shape and enhance the teaching of English across the school while making a real difference to pupils' outcomes.

Key responsibilities:

- Lead the development of high-quality literacy teaching across the school
- Drive improvements in reading, writing, and oracy outcomes
- Support and coach staff in effective teaching strategies
- Monitor and evaluate the impact of literacy provision
- Develop a rich, engaging reading culture across the school
- Work with leaders to ensure a consistent and ambitious curriculum

Person specification

- Has strong subject knowledge in English and literacy
- Is passionate about improving outcomes for all pupils
- Can inspire both pupils and colleagues
- Has experience (or a strong interest) in subject leadership
- Is committed to continuous improvement and innovation

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Midday Supervisor – Maidment Hall

Job details: Midday Supervisor

Contractual hours: part time – 2 hours

Job Type: Pupil Support

Responsible to: Office Staff

Location: Baden-Powell and St. Peter's Primary School

Job overview:

A Midday Supervisor helps make sure lunchtime is safe, calm, and enjoyable for all pupils. In this role-play, you will help look after children, encourage good manners, and make sure everyone follows school rules.

You will be a kind and fair role model and help pupils enjoy their break time.

Key responsibilities:

- Help children line up calmly for lunch
- Encourage good table manners
- Make sure children are safe in the playground
- Help solve small problems or disagreements
- Support children who need help with trays or finding seats
- Follow school rules and routines
- Report any worries to an adult

Person specification

- Be kind, patient, and caring
- Be calm and fair
- Listen carefully to children and adults
- Encourage positive behaviour
- Be responsible and reliable
- Set a good example at all times

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FIRST AID SUPPORT – PART TIME

Job details: Deputy First Aider

Contractual hours: part time – 1 hour

Job Type: Admin Support

Responsible to: Mrs Firth

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Are you calm, caring and good at helping others?

We are looking for a responsible Year 6 Assistant First Aider to help support pupils and staff during the school day.

Key responsibilities:

- Help an adult First Aider by fetching supplies
- Offer reassurance to pupils who feel unwell or upset
- Help keep the first aid area tidy and organised
- Inform an adult if someone needs help
- Model calm and sensible behaviour

Person specification

- Is kind, calm and sensible
- Can follow instructions carefully
- Is responsible and trustworthy
- Wants to help others
- Can stay calm in small emergencies

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DEPUTY LIBRARIAN

Job details: Deputy Librarian

Contractual hours: part time – 2 hours

Job Type: Classroom Support

Responsible to: Mrs Glew

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Do you love books? Are you organised, helpful and reliable?

We are looking for a Year 6 School Librarian to help look after our school library and inspire others to enjoy reading!

Key responsibilities:

- Help keep the library tidy and welcoming
- Assist with issuing and returning books
- Help younger pupils find books they'll enjoy
- Make sure books are looked after properly
- Support special library events (e.g. Book Week!)

Person specification

- Enjoys reading and learning
- Is responsible and trustworthy
- Can work independently and as part of a team
- Is polite and helpful to others
- Can follow instructions carefully

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SPORTS COACH

Job details: Sports Coach – CASA

Contractual hours: part time – 2 hours

Job Type: Classroom Support

Responsible to: Mr Smith

Location: Baden-Powell and St. Peter's Primary School

Job overview:

Do you enjoy sport, teamwork and helping others?

CASA is looking for a responsible and enthusiastic Year 6 Assistant Sports Coach to help support sports activities at our after-school club.

Key responsibilities:

- Help set up and pack away sports equipment
- Support the adult coach during games and activities
- Encourage teamwork, fairness and good sportsmanship
- Help explain simple rules to younger pupils
- Be a positive role model for others

Person specification

- Enjoys sport and being active
- Is kind, fair and encouraging
- Can follow instructions carefully
- Is responsible and reliable
- Works well as part of a team

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