

Walton High School,
The Rise,
Walton on the Hill,
Stafford
ST17 0LJ



Dear Applicant

**SITE ASSISTANT - PERMANENT CONTRACT - TERM TIME ONLY
START DATE – AS SOON AS POSSIBLE
25 HRS PER WEEK Grade 3, SCP 4 (£12.65 per hour)**

Thank you for your interest in the above post.

Please see attached documents:

- Application form
- Recruitment monitoring form
- Job profile/ person specification

If you would like to apply for the post, please complete the recruitment monitoring form and the application form in full and send it to the Business Manager (recruitment@walton.staffs.sch.uk) . Please indicate which position you are applying for. A *curriculum vitae* will not be accepted.

Your letter of application should be about 1 side of A4 and should address the requirements of the Job Description and Person Specification.

Closing date: 9.00 am on Friday, 10th October 2025
Interview date: To be confirmed

Please be aware that all correspondence will be by e-mail where an address has been provided on the application form.

We look forward to receiving your application.

Yours sincerely

Mr A M Leese
Headteacher