

# THE PIGGOTT SCHOOL

TWYFORD ROAD, WARGRAVE,  
READING RG10 8DS  
Tel: 0118 940 2357



## Student and Staff Services Assistant

**Part Time, Term Time Only**  
**Monday plus two further days**  
**8.30am – 3.30pm, negotiable**  
**Salary Grade 4 (£10,706 - £11,448 for 19.5 hours)**

An opportunity has arisen for an assistant to join our successful school to provide medical, reprographic and administrative support to students and staff.

This is a varied and interesting role. Responsibilities will include attending to first aid and medical needs, reprographics, assisting the pastoral team and carrying out administrative tasks. Good communication and interpersonal skills, plus the ability to remain calm under pressure, are essential for this position.

For further information please see the job description and person specification on our website.

To apply please complete a support staff application form which can be found on the website at [www.piggottschool.org](http://www.piggottschool.org) and e-mail to: [vacancies@piggottschool.org](mailto:vacancies@piggottschool.org)

*This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to Satisfactory Disclosure Clearance and a 'prohibition from teaching' check will be completed for all applicants. The school reserves the right to close this advertisement early in the event that sufficient applications have been received.*

**Closing date: 11am on Monday, 19 February 2024**