



We are looking for a Higher Level Teaching Assistant (HLTA – Level 4) for 22.5 hours per week

Higher Level Teaching Assistant to cover PPA - for September 2026 across our Federation of schools that are Queen Edith Primary School and Queen Emma Primary School

Salary Scale: NJC, Grade 4, points 7 to 11 (£26,403 to £28,142 pro rata, term time only and subject to any April 2026 agreed pay award). No training days required.

Working hours: 1 day per week at Queen Emma (Thursdays), 8.00am to 4.00pm (7.5 hours per week)
2 days per week at Queen Edith (Mondays & Fridays), 8.00am to 4.00pm (15 hours per week)

There will be a 30 minute lunch break each day.

The Queens' Federation Governing Body are looking to invite applications for a Higher Level Teaching Assistant (HLTA). We are looking for an energetic and dedicated individual to join our wonderful schools, Queen Edith and Queen Emma Primary Schools. The role will be for 22.5 hours per week, across 3 days.

The post of HLTA will offer an opportunity to work closely with teaching colleagues and senior leaders across our Federation, to provide PPA cover across all year groups. Time will be allowed within the role for an element of planning and/or marking. Our Federation is brilliantly supported by our senior leadership team and governing body who strongly value each individual school's character, ethos and approaches and are strongly committed to the professional development of our staff.

The Queens' Federation is committed to safeguarding and promoting the welfare of children, as detailed in our Safeguarding and Child Protection Policy. An offer of employment is subject to satisfactory pre-employment clearances including the right to work in the UK, ISA registration, and an enhanced DBS Check, Medical Check and two satisfactory references.

The Federation reserves the right to withdraw this advertisement if a suitable candidate may be appointed prior to the closing date.

For further information, or to request an application pack, please contact Jovita Dargiene, email: recruitment@queensfederation.cambs.sch.uk or (01223) 714300.

Application packs are also available to download from the Queen's Federation website – www.queensfederation.org.uk

Closing date: 12 noon, 13th July

Interview date: w/c 13th July