



St. Mary's Primary School, a Catholic Voluntary Academy
(Part of St. Clare Catholic Multi Academy Trust)
Pack Horse Lane, High Green, Sheffield, S35 3HY
Tel: 0114 2848488
Email: enquiries@st-marysgreen.sheffield.sch.uk
www.st-marysgreen.sheffield.sch.uk
Headteacher: Mrs A Healy



Whole School Assistant
37 hours per week, 39 weeks per year
Grade 3
(Required as soon as possible)

We will offer you:

- The opportunity to work in a school with a strong Catholic ethos
- A warm and welcoming community
- Enthusiastic and confident children who enjoy all aspects of school life
- Effective, supportive and dedicated staff, governors and parents
- Opportunities to grow professionally through access to high quality CPD

We are looking for someone who:

- Will be fully supportive of the Catholic ethos of our school (you do not need to be a Catholic to apply for this post)
- Is well organised with excellent communication and interpersonal skills
- Is able to work in partnership with colleagues, parents and other professionals
- Will be able to play a full and active part in the life of the school
- Is solution focused and self-reflective
- Will be open to challenge and fully engage in professional development opportunities in order to develop
- Familiar with Microsoft programmes

Visits to the school are warmly welcomed and can be arranged by contacting the school office. Application packs can be obtained from the school office by contacting Mrs Sarah Webster (School Administration Officer) at enquiries@st-marysgreen.sheffield.sch.uk

Closing Date: Tuesday 22nd September – 12 noon

Shortlisting: Tuesday 22nd September 2026

Interview Date: Tuesday 29th September 2026

St. Mary's is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful candidate will be required to complete an enhanced DBS disclosure. Our safeguarding policy can be found here:

<https://www.st-marysgreen.sheffield.sch.uk/safeguarding-and-pastoral/>

'Journeying in the light of Christ, together we live and learn'