

JOB VACANCY

Lunchtime Assistant



Are you looking for a part time, term time job to fit in around the other demands of life and childcare?

Are you organised and good at working within timescales?

Due to changes in our staff team, we are looking for a lunchtime assistant to help with a variety of tasks to help the smooth running of our school.

This role is perfect for someone who wants to work a few hours a week term time and a great opportunity if you are deciding whether to start or return to work.

Candidates must also have good verbal and written English communication skills and be able to follow instructions, and work within deadlines.

The role is contracted to 3 hours per week, term time only, working Thursday and Friday 12pm – 1.30pm.

There is scope for potential overtime and increase in hours as the numbers of children on roll increase during the year.

Salary based on Surrey Pay Scale S1.2 £24,092 FTE pro rata, £12.83 ph

Closing date: Friday 17th July 2026

Interviews: as soon as possible after closing date

Start date: 7th September 2026

For further details about the post contact Donna Harwood-Duffy, Executive Headteacher, 01306 882397. To download information and application pack visit the website

www.dorkingnurseryschool.co.uk/job-vacancies

Please ensure you are able to meet the requirements of the Job Profile and refer to this in your application.

The nursery school is committed to safeguarding and promoting the welfare of children, young people, families and carers and expects all staff and volunteers to share this commitment. Appointment to this post will be subject to enhanced background checks by the Disclosure and Barring Service and satisfactory references. All shortlisted candidates will be subject to online recruitment checks.

Building trust, Empowering communities, Educating all