

Human Resources Assistant

The Lighthouse School Leeds is the UK's first Special Free School set up in 2012 by a group of passionate parents of children with autism spectrum conditions (ASC). We have high aspirations for all and our aim is to provide our young people with the best support available to enable them to learn, thrive and achieve in life. We have employed specialist teachers and tutors with a high level of expertise in the field of autism to deliver a diverse curriculum within our school and our partner schools.

Following our initial intake in September 2012 of 7 students, we will have grown to a cohort of 67 young people aged between 11 and 19 years old in September 2018. We are situated in newly refurbished premises in Cookridge.

Our journey so far has been amazing and we are immensely proud of what our students have achieved. We are now wanting to make rapid improvement in some key areas in the school to support the vision of the school.

This is an exciting new position within the School to work closely with the HR Manager to support a service for the whole school community to deliver an outstanding experience for the students and all involved with the school.

If you are looking to further your career and you think that you have what it takes to work with us and help make this school outstanding please contact Anna Muir on 0113 4570605 for further information about the post and to arrange an informal visit.

Please visit our website <http://www.lighthouseschool.co.uk/> for further details and an application pack.

The closing date for this position is 9am on Tuesday 4th December 2018 and it is anticipated that the assessment centre will take place on 6th December 2018.

Lighthouse School is committed to safeguarding and promoting the welfare of its students and expect all staff and volunteers to share this commitment. We are an equal opportunities organisation and welcome applications from all qualified and experienced individuals. An enhanced DBS check and disclosure is required for the successful applicant.

Advert Date:	16 th November 2018
Closing Date:	9am on 4 th December 2018
Assessment Centre Dates:	6 th December 2018