Built on botheredness . . .

the enquire learning trust

Enquire Learning Trust Application Pack

Level 3 Teaching Assistant – Early Years

Easterside Academy

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The Enquire Learning Trust

We are a multi-academy trust currently responsible for 32 academies in four clusters across the North of England; North East Lincolnshire, Hull, Manchester, Teesside and North Yorkshire.

We work in complete collaboration with each of our academies and place a strong emphasis on school-to-school support and learning. Our academies work in collaboration with one another, sharing both their talent and ideas with others, giving employees the opportunity to learn from individuals within our other academies.

We recognise that the most important assets we have are our employees, and for our academies to succeed we need to ensure we employ the very best people in every single role. Our core values and beliefs are consistent throughout all of our academies, and our keys to success are at the heart of everything we do.

Every role across the Trust is valued, appreciated and purposeful. We believe that the outcome of every role across the Trust should improve the education each of our learners receive. Whether teaching, support or leadership, every single role is vital to the success of our academies.

We also recognise that all of our academies are different, and we encourage individuality. Whilst we believe our academies should work together to support best practice and to share ideas, we don't believe that implementing blanket priorities and objectives is pertinent to a successful academy, and we encourage autonomy for academy leaders wherever possible.

Values

- We believe that all learners can be powerful learners given access to extraordinary learning experiences. We want children and the academies they attend to be confident, successful and ambitious.
- We envisage a Trust where well led, highly skilled and committed professionals collaborate, learn and innovate together to ensure that all academies are successful and where all learners have access to effective and innovative provision that meets their needs and aspirations.
- We want to add value to achievement and raise standards. We also want to change lives. We know this requires our provision and our practice to be world-class – because of the distance we have to travel, we understand that good will not be good enough and that we need to develop a shared appreciation of excellence and then strive to enact this every day.
- We take learning seriously and work together to create a vibrant culture in which this can happen. We know that it's what we do that counts and that our thinking must be visible in classrooms if it is to have leverage. Children are at the forefront of all that we do and aspire to do. We take serious steps to engage them, to hear their voice in authentic ways and then to use their insight and expertise to develop radical pedagogies that tap into their passions and interests and use the potential of emergent technology.

Easterside Academy

We are a fully inclusive Primary Academy for children aged 3 – 11, located just outside of the town of Middlesbrough. With our own extensive grounds, and excellent facilities, we provide plenty of space for children to learn; reach their potential and ultimately shine!

Our aim is for all children to develop into **independent**, **confident**, **successful learners** with **high aspirations**, who are **resilient** and know how to make a **positive contribution** to their **own community** and **wider society**.

Our school is based on seven values – Respect, Teamwork, Empathy, Honesty, Determination, Self-belief and Passion.

We have a focus on high quality teaching of reading, writing and maths, but we don't narrow the curriculum to just this. Our curriculum is rich and vibrant, with plenty of time dedicated to creative and arts-based subjects. We offer each child a range of exciting experiences, including specialist music teaching, school trips and sporting competitions.

We are extremely lucky to have dedicated and skilful staff who all work tirelessly to provide the best opportunities for all pupils and to create a friendly, caring and positive atmosphere of purposeful learning.

Thank you once more for your continued support.

Mrs H Seymour

Principal

JOB ADVERT
Level 3 Teaching Assistant
Early Years

Easterside Academy
Erith Grove
Easterside
Middlesbrough

TS4 3RG
Tel: 01642 273006
Fax: 01642 273011
Website: www.eastersideacademy.co.uk
Email: contact@eastersideacademy.co.uk

Principal: Mrs Helen Seymour

Level 3 Teaching Assistant Post
Early Years

32.5 hrs - Term Time Only + 5 PD Days
Permanent

NJC point - 6 - 7
Salary - £25,183.00 **-** £25,183.00
Actual Salary - £19,125.02 to £19,429.56

Contractual Status: Permanent commencing as soon as possible.

The Academy is looking to appoint a suitably qualified and experienced TA within our Early Years.

We offer a lively, inclusive learning environment where every child is valued and ***'given the chance to shine'***.

The successful candidate must have:

- Good standards of English and verbal communication skills.
- Experience of supporting the teaching and learning of early Maths and English skills within a school setting.
- The ability to work under direction of class teachers and higher-level teaching assistants.
- Experience of working with individuals or small groups on directed tasks from the teacher.
- Experience of supporting when a teacher is out of class.
- Experience of supporting behaviour and personal care needs.
- Ability and experience of keeping pupil records / notes and feeding back to the class teacher.
- The ability to work as part of a whole school team.
- Initiative and the ability to work flexibly and be adaptable.

- Ability to motivate and engage children in learning.
- Commitment to their own professional learning and engaging in training.

The successful applicant must be reliable and adaptable, have a positive attitude and be able to engage actively in a wide range of activities. The successful candidate will need to show good levels of initiative.

Easterside Academy is a caring and supportive school, where we celebrate the achievement of all our pupils and strive towards continuous improvement. Our school ethos is one of commitment to the education of the whole child, fostering parental and community engagement and nurturing a sense of belonging.

The successful candidate will join a team of teaching staff who are committed to raising standards and providing quality support across school.

Easterside Academy is committed to the professional development of all staff.

Visits to the school are encouraged. Please contact the school to arrange a date.

Closing date: Friday 4th July 2025
Short Listing: Friday 4th July 2025
Interviews: Week commencing Monday 7th July 2024

Easterside Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post is subject to an enhanced Disclosure and Barring Service (DBS) check.

Application forms are available in school/school website www.eastersideacademy.co.uk and should be returned to the school at the above address for the attention of Mrs Seymour, Principal. Alternatively, applications can be emailed to contact@eastersideacademy.co.uk .

Easterside Academy

Job Description

SCHOOL	Easterside Academy
JOB TITLE	Teaching Assistant
GRADE	L3
RESPONSIBLE TO	The Principal

MAIN PURPOSE OF THE JOB

To work under the guidance of teaching/senior staff and within an agreed system of supervision, to implement agreed work programmes with individuals/groups, in or out of the classroom. This could include those requiring detailed and specialist knowledge in particular areas and will involve assisting the teacher in the whole planning cycle and the management/preparation of resources. The role may also include supervising/cover whole classes (e.g. during short-term absence of teacher) or for regular short periods with teacher's planning provided.

SUPPORT FOR PUPILS

- Supervise and provide particular support for pupils, including those with special needs, ensuring their safety and access to learning activities
- Assist with the development and implementation of individual SEND Support Plans/EHC Plans and Personal Care programmes
- Establish constructive relationships with pupils and interact with them according to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by the teacher
- Set challenging and demanding expectations and promote self-esteem and independence
- Provide feedback to pupils in relation to progress and achievement under guidance of the teacher

SUPPORT FOR TEACHERS

- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans and assist with the display of pupils' work
- Use strategies, in liaison with the teacher, to support pupils to achieve learning goals
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed
- Provide detailed and regular feedback to teachers on pupils' achievement, progress, problems etc.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Establish constructive relationships with parents/carers
- Provide clerical/admin. Support; e.g. photocopying, laminating, typing, filing, homework etc.

SUPPORT FOR THE CURRICULUM

- Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses
- Undertake programmes linked to local and national learning strategies e.g. literacy, numeracy, Foundation Stage curriculum, etc, - recording achievement and progress and feeding back to the teacher
- Support the use of ICT in learning activities and develop pupils' competence and independence in its use
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use

SUPPORT FOR THE SCHOOL

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to the overall ethos/work/aims of the school
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings as required
- Participate in training and other learning activities and performance development as required
- Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtime
- Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

Person Specification: Level 3 Teaching Assistant

Categories	*Essential*	*Desirable*	*How assessed*
Qualifications and experience	• Level 3 (or higher) Teaching Assistant Qualification or equivalent • Experience working with and caring for children within a Primary School setting • GCSE English and Maths at Grade C/Level 4 or above	• Paediatric First aid • Experience of working with or caring for children in more than one key stage • Experience delivering interventions • Experience of whole class cover • Other relevant training/qualifications	Application
Knowledge and understanding	• Excellent working knowledge of how to effectively support teachers in the classroom in their delivery of the National Curriculum • A good understanding of the Primary National Curriculum and expectations • Knowledgeable about child development including the different ways children learn. • Have knowledge and/or experience of current practice in at least one key stage • Understanding of relevant polices/codes of practice and awareness of relevant legislation, including safeguarding.	• Experience of delivering Little Wandle or similar synthetic phonics programme. • Experience in Early Years • Understanding effective ways to manage behaviour • Knowledge/experience supporting children with SEND.	Application Interview Reference

Skills	• Excellent spoken grammar and communication skills • Ability to relate to well to children and adults • Help to create an environment that promotes independence, creativity and challenge. • Effective in using of a range of technology • Flexibility and adaptability in the face of challenging circumstances with a respect for confidentiality. • Ability to work in accordance with local safeguarding policies and procedures. • Actively promote the school's values, aims and objectives. • Co-ordinate and support the work of other TAs. • Ability to be an excellent team player • Able to cover whole classes when required	• Ability to self-evaluate learning needs and actively seek learning opportunities • Coordinate and install displays across school • A talent, passion or creative gift.	Application Interview Reference Observation
Personal characteristics	• Proactive, positive, resilient and driven • Professional, honest and reliable • Effective communication skills with both adults and children • Approachability and sensitivity • Ability to inspire, engage and motivate all learners to reach their full potential. • Commitment to equal opportunities and understanding of religious and cultural diversity • A commitment to further professional development and training.	• Be flexible and able to work across a broad curriculum	Application Interview Reference Observation