

# Job Advert - STA L2

## 2x Positions available

|                       |                                                                      |
|-----------------------|----------------------------------------------------------------------|
| <b>Required:</b>      | ASAP                                                                 |
| <b>Salary:</b>        | £25,989 - £26,403 pro rata (actual salary: £22,455 - £22,812)        |
| <b>Hours:</b>         | 37 hours per week, Term Time Only plus 1 week                        |
| <b>Contract Type:</b> | Fixed term up to 31st August 2027                                    |
| <b>Location:</b>      | St Peter's Catholic College, Normanby Rd, South Bank, M'Bro, TS6 6SP |

We are seeking to recruit enthusiastic and caring Specialist Teaching Assistants who can support the teaching and learning of all our pupils as well as the expertise to support pupils on a 1:1 basis who have an Education Health Care Plan.

Catholic schools are welcoming places to pupils and members of staff from all faiths and none. More than a quarter of a million pupils and almost half of teachers in Catholic schools are not of the Catholic Faith.

St Peter's Catholic College is part of Nicholas Postgate Catholic Academy Trust, a family of 32 primary schools, and 6 secondary schools. With more than 12,300 pupils and 1,500 plus staff, the Trust is now one of the largest Catholic Multi Academy Trust in the UK.

### The successful candidates will:

- Promote our friendly Catholic ethos
- Have excellent standards of literacy, numeracy and spoken English
- Demonstrate excellent behaviour management and communication skills to support students with different needs and abilities and have high expectations of learning and behaviour for all

### In return we will offer:

- Happy and enthusiastic students, who are eager to learn and to benefit from an enriched, extended curriculum
- Hard working and dedicated colleagues
- Good professional development opportunities
- Supportive governors and parents who want the very best for our school

**Closing date: Monday 7th September 2026 by 9am**  
**Interview date: Friday 11th September 2026**

For further information or to arrange a visit, please contact Amber Gibson on 01642 453462 or [enquiries@stpeters.npcat.org.uk](mailto:enquiries@stpeters.npcat.org.uk)

# Job Description

The Trust is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.

**Post title:** Specialist Teaching Assistant (Level 2)

**Grade:** E, SCP 6-7

To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area.

**The job is carried out using specialist skills, knowledge and equipment within a special context, working with children with substantial additional challenges which may be learning, physical, emotional or behavioural.**

## Main Responsibilities

### 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 Education/Behaviour 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
- Administer routine tests and invigilate exams and undertake routine marking of pupils' work
- Provide clerical/admin. support e.g. photocopying, typing, filing, money, administer coursework 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

## Safeguarding, Equality & Diversity and Health & Safety

- To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
- To carry out your duties with full regard to the NPCAT's Equality Policy and objectives.
- To comply with Health and Safety policies, organisation statements and procedures, report any incidents/accidents/hazards and take a proactive approach to health and safety matters in order to protect both yourself and others.

*These duties are neither exclusive nor exhaustive, and the post holder will be required to undertake other duties and responsibilities, which the Headteacher/Line Manager may determine.*

**PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL ACADEMY TRUST POLICIES.**

**THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO FULL ENHANCED DISCLOSURE CHECKS – AND THESE WILL BE SUBJECT TO RECHECKING AS APPROPRIATE**

# Person Specification

| Stage                                | Essential |                                                                                                                              | Desirable |                                                                          |
|--------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------|-----------|--------------------------------------------------------------------------|
| <b>Qualifications &amp; Training</b> | E1        | Good numeracy/literacy skills                                                                                                | D1        | Recent safeguarding training                                             |
|                                      | E2        | Level 2 qualification for Teaching Assistants or equivalent qualification or experience                                      | D2        | Appropriate first aid training                                           |
|                                      | E3        | Training in the relevant area e.g. literacy                                                                                  | D3        | Recent professional development related to Autism and other areas of SEN |
| <b>Experience</b>                    | E4        | Working with children of relevant age                                                                                        | D4        | Experience of working with children with SEN                             |
| <b>Knowledge &amp; Skills</b>        | E5        | Effective use of ICT to support learning                                                                                     |           |                                                                          |
|                                      | E6        | Use of other equipment technology – e.g. interactive whiteboard, video, photocopier                                          |           |                                                                          |
|                                      | E7        | Understanding of relevant policies/codes of practice and awareness of relevant legislation                                   |           |                                                                          |
|                                      | E8        | General understanding of national/foundation stage curriculum and other basic learning programmes e.g. phonics               |           |                                                                          |
|                                      | E9        | Basic understanding of child development and learning processes                                                              |           |                                                                          |
|                                      | E10       | Ability to self-evaluate learning needs and actively seek learning opportunities                                             |           |                                                                          |
|                                      | E11       | Ability to relate well to children and adults                                                                                |           |                                                                          |
|                                      | E12       | Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these |           |                                                                          |
| <b>Personal</b>                      | E13       | Committed                                                                                                                    |           |                                                                          |

|                             |     |                                                                               |  |  |
|-----------------------------|-----|-------------------------------------------------------------------------------|--|--|
| <b>Characteristics</b>      |     | Enthusiastic<br>Organised<br>Flexible<br>Patient<br>Resourceful<br>Empathetic |  |  |
| <b>Special Requirements</b> | E14 | An understanding of the Catholic ethos of NPCAT                               |  |  |
|                             | E15 | An understanding of safeguarding and child protection requirements            |  |  |