Job Advert

Required:	As soon as possible
Contract Type:	Fixed term until 31st August 2027
Location:	Christ the King Catholic Primary School, Tedder Avenue, Thornaby, TS17 9HY
Specialist Teaching Assistant (Level 2):	
Salary:	£26,847 - £27,274 pro rata (actual salary: £9,161 - £9,307)
Hours:	15 hours per week, Term Time Only
Lunchtime Supervisor:	
Salary:	£25,614 pro rata (actual salary: £2,913)
Hours:	5 hours per week, Term Time Only

Christ the King Catholic Primary School is seeking to recruit an enthusiastic and caring Teaching Assistant with lunchtime duty. We are looking for someone who can support the teaching and learning of all our pupils as well as the expertise to support pupils.

Applications are invited from candidates who have:

- The ability to establish excellent relationships with children and promoting aspirational achievement and progress for all groups of pupils including children with Special Educational Needs
- Excellent communication skills and be able to work as part of a team
- A good standard of education including maths and English
- A teaching assistant qualification or equivalent
- IT skills

We can offer:

- Enthusiastic children who are curious, independent learners
- Excellent personal and professional development opportunities
- An experienced and talented team of staff with a supportive Governing Body and wider School / Church community

For further information please contact Helen Lickess, Executive Head of School on 01642 765639 or email lickess.h@ctking.npcat.org.uk

Closing date: Friday 13th November 2026, 9am
Interview: Wednesday 18th November 2026

Nicholas Postgate Catholic Academy Trust is committed to equality of opportunity, safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check along with other relevant employment checks. The successful candidate will be required to sign a Catholic Education Service contract.

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

Job Purpose

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 - 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 - STA L2

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

Special Requirements	E13 E14	An understanding of the Catholic ethos of NPCAT An understanding of safeguarding and child protection requirements		

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: Lunchtime Supervisor

Grade: A SCP 3

Job Purpose

To supervise pupils who remain on the school premises during midday break, ensuring that the children eat meals safely and behave appropriately.

Main Duties & Responsibilities

- Escort pupils to and from the dining area, as necessary.
- Ensure that pupils having a school lunch are in the dining hall at the correct time.
- Help younger pupils at the servery counter with the proper use of cutlery, and help them cut up their food when necessary.
- Assist pupils with the return of used plates, trays, cutlery and beakers, and with the cleaning of tables when lunch is finished.
- Supervise pupils eating food brought from home, and ensure that all packed-lunch equipment is cleared away after use.
- Report to senior members of staff any child whose diet may give rise for concern.
- Take charge of groups of children in the playground or the classroom.
- Devise and initiate constructive play opportunities for children when required.
- Ensure that children remain within a safe environment, and that they play safely.
- Set suitable behaviour standards in line with school policy.
- Help children acquire social skills.
- Attend to minor accidents sustained during the midday break, and seek appropriate assistance if necessary.
- Attend to any pupil who becomes ill during the midday break, and again seek appropriate assistance.
- Report to senior members of staff any acts that constitute serious infringements of school rules.
- Liaise effectively and professionally with staff, teachers and parents, as required.
- Attend training, as required.

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 - LTS

Stage	Essential		Desirable	
Qualifications & Education			D1	Current First Aid qualification
Experience & Knowledge	E1 E2	Supervising children as a parent or carer Managing the behaviour of groups of children	D2 D3 D4	Working with groups of children on a voluntary or paid basis Child development and social interaction The value of constructive play opportunities

Skills & Abilities	E3 E4 E5 E6 E7 E8 E9 E10	Work effectively as part of a group and individually Inspire trust and confidence in children Encourage high standards of pupil behaviour at all times Liaise with parents in a professional manner Observe the boundaries of the role, and respect confidential information Initiate games and activities appropriate to the age of the children Relate to children on their level Remain calm in a crisis	D5 D6 D7 D8	Communicate effectively (both orally and in writing) to an appropriate standard Recognise behaviour giving cause for concern, and inform teaching staff Teach play activities to other Lunch Supervisors Examine systems critically, and suggest ways of improving efficiency
Personal Attributes	E11	Creative, Empathetic, Organised Patient, Resourceful, Tolerant		
Special Requirements	E12 E13	An understanding of safeguarding and child protection requirements An understanding of the Catholic ethos of NPCAT		