Job Advert - TA2

Required:	As soon as possible
Salary:	£26,427 pro rata (actual salary: £9,018)
Hours:	15 per week, Term Time Only
Contract Type:	Permanent
Location:	St Therese of Lisieux Catholic Primary School, Lamb Lane, Ingleby Barwick, TS17 0QP

We are seeking a caring, enthusiastic, and proactive Teaching Assistant to join our supportive and dedicated team. You will work alongside class teachers to deliver engaging learning experiences, provide targeted support to pupils, and help maintain our calm, child-centred environment.

St Therese of Lisieux Catholic Primary School is part of the Nicholas Postgate Catholic Academy Trust (NPCAT), a family of 38 schools and 2 sixth forms from across the Diocese of Middlesbrough. With more than 12,300 pupils and 1,500 staff, the Trust is one of the North-East's largest Catholic Trusts.

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.

Key responsibilities:

- Support teaching and learning across a range of subjects.
- Foster a warm, inclusive and respectful classroom atmosphere.
- Support the implementation of our positive behaviour strategies.
- Uphold and model our school virtues: Kindness, Curiosity, and Courage.
- Work in close partnership with teachers, families and the wider school community.

The ideal candidate will:

- Be nurturing, reliable and committed to inclusive education.
- Share our passion for helping every child reach their full potential.
- Be flexible, reflective and eager to learn.
- Have excellent communication and interpersonal skills.
- Embrace the values and Catholic ethos of our school (you do not need to be Catholic to apply).

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
- The opportunity to be involved in the wider life of our Trust

If you would like further information or to arrange a visit, please contact the school office at enquiries@sttherese.npcat.org.uk

Closing date: Monday 30th November 2026, 9am
Interview date: Monday 4th December 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: Teaching Assistant Level 2

Grade: D, SCP 5

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.

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 the Teacher

- 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 catholic 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.

EMPLOYEES ARE 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			
Qualifications & Training	E1 E2 E3	Good numeracy/literacy skills Level 2 qualification for Teaching Assistants or equivalent qualification or experience Training in the relevant area e.g. literacy	D1 D2	Recent safeguarding training Appropriate first aid training
Experience	E4	Working with or caring for children of relevant age		
Knowledge & Skills	E5 E6 E7 E8 E9 E10 E11 E12	Effective use of ICT to support learning Use of other equipment technology e.g. interactive whiteboard, video, photocopier Understanding of relevant policies/codes of practice and awareness of relevant legislation General understanding of national/foundation stage curriculum and other basic learning programmes e.g. phonics Basic understanding of child development and learning 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		
Personal Characteristics	E13	Committed Enthusiastic Organised Flexible Patient Resourceful Empathetic		
Special Requirements	E14 E15	An understanding of the Catholic ethos of NPCAT An understanding of safeguarding and child protection requirements		