



KewCollege
Prep

Potential unlocked.

Teaching Assistant - EYFS
(fixed term until 9 July
2026)





Kew College Prep is a co-educational Prep School and Nursery for children aged 3-11.

Based in Kew, West London, KCP is a friendly and family-orientated school which aims to prepare pupils for the modern world: balancing excellent academic standards and pastoral care with creativity, exploration, and community.

WELCOME FROM THE HEAD

Dear Prospective Applicant

Thank you for your interest in joining the school community at Kew College Prep. We are truly proud of our happy and inclusive school, where every child is valued and celebrated.

In every school, the staff are the greatest asset and means to success. At KCP we place great value on our staff and are committed to the development of all. With a focus on continued professional development, membership of leading organisations, and a range of personal benefits, this is an opportunity to join a warm and inclusive organisation.

KCP is great school in which to work, the staff support each other and the staff room is a place in which to be re-energised for the hard work we all do. We seek to recruit dedicated and talented individuals who share our aims and want to make their own contribution.

I am delighted that you are considering applying to us and hope that you feel inspired to submit an application. I look forward to the possibility of meeting you in due course.

With all good wishes,

Mrs Jane Bond - Head





THE ROLE

Teaching Assistant - EYFS

Contract basis: Fixed term until 9 July 2027

Advert closing date: 30 September 2026

Start date: 1 November 2027

Weekly hours: Full time - 40 hours per week.

Interview dates:

Teams call: 5 October 2026

In person interview: 12 October 2026

Working hours: 8.00am - 4.30pm each day.

There is a requirement for providing
Wraparound care at least one day each week.

Salary: Competitive and depending on
experience

Pension: Defined contribution scheme

Teaching Assistant - EYFS

Teaching Assistants are highly valued and essential members of our school community. They play an important part in the everyday teaching and learning experiences of our children and are an essential part of the practical and supervisory elements of the school day. Inspiring and kind Teaching Assistants can make a big impact on a child's education; we aim for all our Teaching Assistants to be high quality and committed practitioners.

The ideal candidate will have experience of working with young children, preferably within an EYFS or primary school setting, and will possess excellent communication and interpersonal skills. A Teaching Assistant or Early Years qualification would be advantageous, although most importantly we are seeking someone who shares our commitment to providing outstanding care and support for children during these formative years.

Please refer to the accompanying Job description and Person specification for this role when applying.





ABOUT KEW COLLEGE PREP

Our History

Kew College Prep was established in 1927 in a small room above a shop overlooking Kew Green. As it grew, it moved to a new premises in Mortlake Road, before moving again in 1939 to 26 Cumberland Road. It was then extended to 24 Cumberland Road, with a link extension joining the two properties. 30 Cumberland Road was obtained more recently, with the 3 properties making up the current school site.

The original site houses our Middle School and Nursery classes, an Octagon building at the rear housing our Infant classes, the Sedum building housing the Music Dept, Science Lab and ICT rooms and the recently redeveloped Upton building housing the Art room and our Upper School classes. The Sedum and Upton buildings are on a separate site one-minute walk away.

The school community celebrates its Founders and Benefactors in March each year on Founder's Day.

You can see more of the school site via our virtual tour on [available on our website.](#)



Ethos & Values

At KCP, we provide an open-door, cohesive community for children to grow as individuals. Academic attainment is not secured at the expense of the children's happiness or their interests in extra-curricular pursuits. Our school has the singular agenda to do the best by each child – from all angles.

We have systems, processes and operations in place to ensure that each child is provided with a tailored learning programme, helping them to unlock their full potential. Our children feel listened to and valued, and they enjoy an education that meets their personal needs. They progress with confidence to a senior school that is aligned to their aspirations and capabilities.

More importantly, it's a happy, friendly and caring community where children, parents and staff are united by a shared set of values. Our academic record is outstanding, while our caring approach and supportive atmosphere help every child to grow in confidence and find their place in the world. Our staff work hard to ensure the potential of every pupil is fulfilled to a high level.

We were recently visited by the Independent Schools Inspectorate and were delighted with the report produced after their visit. The report highlights our high-quality curriculum, our approach to emotional support and our pastoral care. It also recognises the range of the extra events and trips provided here at school and the significant benefit they have on the children's overall development

WHY WORK AT KEW COLLEGE PREP?

Kew College Prep is a welcoming, supportive and friendly place to work. From feedback and staff surveys are staff are happy, committed and satisfied in their workplace.

Key Benefits for staff are:

- Competitive salary
- Flexible Defined Contribution pension scheme
- Cycle to work scheme
- Free onsite lunches
- Staff events and celebrations
- CPD opportunities
- Discount for school fees (service requirements apply)
- Shop discounts
- Wellbeing support
- Generous annual leave





Safer Recruitment Statement

KCP is committed to safeguarding and protecting children and vulnerable adults. We are dedicated to ensuring that all our staff and volunteers are suitable and appropriate to work with those in our care.

We take all reasonable steps to create a safe environment for children and to protect them from harm. We encourage anyone with concerns to come forward and raise them with us. We expect all staff, volunteers and contractors at the school to share this commitment.

We will assess all applicants to ensure they are suitable for the role. This includes Disclosure & Barring check (DBS), background online checks, reference checks, medical suitability, prohibition checks and employment history checks.



APPLICATION PROCESS

Please note that applications will be reviewed as they are received, and so early applications are recommended. The school may close the vacancy prior to the advertised closing date, if the right candidate has been found.

It is strongly recommended for you to refer to the Job Description and Person Specification before submitting your application.

Only completed application forms via our website will be considered. Please note that CV's will not be accepted.

Email: recruitment@kewcollegeprep.com

Tel: 020 8940 2039

www.kewcollegeprep.com

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