



LEARNING
ACADEMIES TRUST

NURSERY ASSISTANT RECRUITMENT PACK

PLAISTOW HILL PRIMARY AND
NURSERY SCHOOL

BELIEVE YOU CAN, TOGETHER WE WILL

 www.learningat.uk  01752 914160  hr@learningat.uk

About the Learning Academies Trust

The Learning Academies Trust was originally formed by three Plymouth primary schools in November 2016 and has grown from there. In terms of pupil numbers, the Trust is now the largest primary school MAT, or Multi Academy Trust in the city of Plymouth.

The Learning Academies Trust is a family of schools dedicated to delivering outstanding education to all our children, whatever their starting point or background. Our Trust's mission is:

Together we will... work with our children, families, and communities to provide exceptional learning opportunities for all our children

All of our schools are committed to the following values:

Aspiration Excellence Collaboration Inclusivity Kindness Respect



We know that with great leadership, inspirational teaching, caring pastoral support and hard work, every child in every one of our schools can succeed. By joining our Trust, you will become part of an inspiring group of people, committed to shaping a great future for our city's children.

The Learning Academies Trust is comprised of 18 Primary Schools across the city of Plymouth and delivers exceptional education to approximately 5000 children and employs over 900 members of staff. Each school has a unique identity and set of values but are joined together in their aspirations for their communities. For more information about the Trust, our schools and what we do, check out our website www.learningat.uk

A message from our Chair of the Trust Board...

Thank you for your interest in joining Learning Academies Trust. Whether you are at the beginning of your career or bringing years of experience, we are delighted that you are considering becoming part of our community.



At Learning Academies Trust we are committed to providing outstanding education that prioritises our children's needs. Our Trust is proudly made up of 18 primary schools, each united by a shared belief in the power of education to transform lives. Central to our mission is a deep and enduring commitment to improving the life chances of disadvantaged children, and this shapes our strategic decisions and every aspect of our culture. We know that when a child is given the right support, challenge and care, there is no limit to what they can achieve—and every member of staff plays a vital role in making this a reality.

Our values— **Collaboration, inclusivity, kindness, and respect**—are at the heart of who we are. They guide how we work with one another, how we engage with our children, families, and communities, and how we face challenges and opportunities together. These values are grounded in our shared sense of **purpose, ambition, and care**, driving us to strive for excellence while nurturing a culture where every individual is seen, heard, and supported.

As a Trust, we believe in investing in our people. When you join us, you join a team that celebrates professional growth, encourages innovation, and places strong relationships at the centre of its work. We want every colleague to feel valued and empowered to make a meaningful difference.

If you share our ambition and feel inspired by our mission, we look forward to welcoming you. Together, we can continue to create exceptional schools where all children—and all staff—can thrive.

Mrs Debbie Taylor

A message from our CEO...

This is an exciting time to be considering a career with us at the Learning Academies Trust. As a Primary phase family of local schools, we have high expectations to deliver the very best for our children.



If you are passionate about working with us and the children in our schools, we'd love to hear from you. Information about the role and the school you are applying for are detailed in this pack and for wider Trust wide news and information, please check out our website or Twitter feed @learningatceo.

If you would like any further information or a conversation about the Trust, then there is no better way than to do this in person.

Please contact our Trust HR Team to arrange a time to talk hr@learningat.uk

Mr Simon Spry

About Plaistow Hill Primary and Nursery School

Acting Headteacher: Mrs Sharon Burnett

Location: Roman Way, St Budeaux, Plymouth, PL5 2DT

Approximate number of students: 165

Approximate number of staff: 30



Message from the Headteacher

Plaistow Hill Primary school is a small school and friendly school. Our fabulous and dedicated staff strive to encourage each child to reach their full potential in all areas of the curriculum through excellent teaching, the provision of an interesting, challenging and stimulating environment and curriculum. We are proud to know our families really well and this makes for such a family feel within the school. We are passionate about our children succeeding and start preparing children with lifelong skills and a love of learning. We have a wonderful outdoor space including secure, open play spaces, sports field, willow structure and a nature garden.

Plaistow Hill is one of 18 schools within the Learning Academies Trust. Our partnership is embedded by clear values and working collaboratively with other local schools brings a wealth of experience and expertise to our school.

Mrs Sharon Burnett, Headteacher

Nursery Assistant Job Description

Terms of contract	Temporary until 31 st August 2027
Grade	Grade C
Salary FTE	£25,583 - £26,403
Actual annual salary	£18,325 - £18,910
Hours/weeks or FTE	30.83 hours per week, 39 weeks per year
Closing date	9am Monday 9 th February 2026
Proposed interview date	TBC
Anticipated start date	As soon as possible

Job Summary

To work in partnership with all staff, under the direction of the Nursery HLTA and EYFS Lead. To be involved in caring for children aged 2-5 in day care situations. To take part in the observation, monitoring and assessment of individual children.

Key Roles and Responsibilities

- Assist in supporting the social and educational development of children up to the age of five ensuring their basic needs for security, health and hygiene are catered for

- Responsible for the safe use of low value equipment and for the care of Foundation stage play equipment
- Lead group activities
- Assist in the assessment of children and their social and learning needs
- Assess children's daily needs, health and wellbeing
- Assist in organising and supervising play activities
- Participate in the observation, monitoring and assessment of individual children
- Develop and maintain relationships with children, their parents/carers and other staff
- Provide continuous evidence to support the Ofsted expectations of good practice
- Support others and offer advice and guidance where appropriate
- Undertake other duties appropriate to the grading of the role

Additional Information

- The post holder is required to uphold and promote the school's policy on Data Protection and GDPR, to be mindful of their responsibilities under the act/s in processing personal data and of the implications of unauthorised disclosure.
- As part of the wider duties and responsibilities, the post holder is expected to promote and actively support the Trust's responsibilities towards safeguarding.
- This post is subject to an Enhanced Disclosure and Barring Service Check for Regulated activity.

Person Specification

Job Title	Nursery Assistant
Location	Plaistow Hill Primary and Nursery School
Grade	Grade C

Attributes	Essential	Desirable
Education/ Qualifications	<ul style="list-style-type: none"> • NVQ2 in Childcare or equivalent • Grades (A-C) GCSE or equivalent in Maths and English 	<ul style="list-style-type: none"> • Holding or willing to take: <ul style="list-style-type: none"> ➢ Paediatric First Aid ➢ Health & Safety Certificate ➢ Food Hygiene Certificate • NVQ Childcare Level 3
Experience	<ul style="list-style-type: none"> • Recent experience of working as a Nursery Assistant within an Early Years setting 	<ul style="list-style-type: none"> • Have experience in delivering a variety of strategies to support behaviour
Skills/Knowledge/ Aptitude/	<ul style="list-style-type: none"> • Clear understanding of child development • Knowledge of EYFS curriculum • Competent IT skills • Ability to organise and deliver high quality learning experiences for the children 	

	<ul style="list-style-type: none"> • Ability to be flexible and work as part of a team • Ability to work on own initiative and to maintain and prioritise workloads • Good communication skills • Ability to support and help with display work and making/repairing resources • Ability to assist in the observation, monitoring and assessment of individual children • Ability to support others and offer guidance where appropriate • To support in the managing the toileting needs of the children 	
Motivation	<ul style="list-style-type: none"> • Be willing to work as part of a team and turn for advice if needed 	
Physical	<ul style="list-style-type: none"> • Some lifting will be required. • Kneeling and sitting on the floor with the children as required 	

Working for our Trust

By working within our Trust, you will be part of a team of people who want to make a difference in the lives of the children and communities we serve. Whether you are joining us in a teaching capacity or a support service position, you will become vital in helping to shape the futures of the next generation for our city.

The Learning Academies Trust strives to be an employer of choice in the southwest. We are committed to developing our employees to their full potential and take great pride in the availability of learning and development resources for our staff. From training days to an extensive package of e-learning courses, you will have a wealth of opportunities available to develop your skills and experience.

Employee benefits



In January 2020, the Learning Academies Trust became the first education employer in Plymouth to achieve the Livewell Southwest Wellbeing at Work Bronze Award. The Trust is committed to supporting the wellbeing of all staff and is proud to work closely with official bodies to ensure we have a holistic approach to staff wellbeing.

As a Learning Academies Trust employee, you will have access to a growing list of benefits to support you both professionally and personally. Our benefit package includes:

- Free counselling services for personal or professional support
- Cycle Scheme
- Employee Newsletter
- Regular recognition awards
- DSE Eyecare scheme
- iHASCO online training courses
- Annual flu vaccination
- Annual health check
- Discounted gym membership

How to apply

If you believe you can demonstrate the dedication, skills and passion required, we look forward to receiving your application. Please click the link to submit your application form. Please note – we do not accept CVs. Completed applications should be submitted prior to the closing date.

Please note, the closing date is for guidance only. Successful applicants will be invited to interview at the earliest available opportunity. Learning Academies Trust reserves the right to close the vacancy early if a suitable candidate is found.

With 18 schools, we are regularly looking for passionate people to join our teams. If there are no vacancies currently, but you would like to register your interest for future vacancies, please join our talent pool and we will be in touch as soon as we have a suitable position.