



Drayton Community Primary School

Come and Join Our Team!

We are eager to recruit kind, dedicated and ambitious people to join our team. We are looking for people with Early Years experience with full and relevant qualifications, as well as people who have experience of working in schools and/or with children with SEMH needs.

Teaching Assistants/EYFS Teaching Assistants

Full-time: Required 1st June, or, from September 2026.

Salary: Grade 4 (£25,185 FTE, pay rise pending Apr 26).

Rising to Grade 6 for EYFS Level 3 or higher qualified applicants subject to successful completion of probation. (26,824 FTE, pay rise pending Apr 26)

Hours: Monday – Friday 8.15am – 3.15pm with a 15 minute break and 30 minutes for lunch. 38 weeks plus 2 inset days per academic year.

Location: Drayton Community Primary School, near Abingdon, South Oxfordshire

We are seeking enthusiastic, energetic and thoughtful teaching assistants to join our inclusive, forward-thinking and supportive school community. This is an exciting opportunity to help shape the future of our school as we build on the strengths identified in our most recent Ofsted inspection and continue to grow under a dynamic new leadership team.

About Us

Drayton Community Primary School is a welcoming, one-form entry school situated just outside Abingdon in South Oxfordshire, with excellent transport links to the A34/M4, Oxford, Didcot, Wallingford and Wantage. We are proud of our strong community spirit, with an active parent group (FODSA), a dedicated team of staff, and children who are eager to learn and take pride in their achievements.

What We Offer

- A warm, purposeful school culture with high expectations and clear routines
- Children who are enthusiastic, kind and proud of their learning
- A supportive and ambitious leadership team committed to staff wellbeing and professional growth
- A 6-month induction programme with a mentor, as part of a structured probation period
- A coaching-based professional development model, rooted in current research
- A creative, inclusive environment where your voice is valued

What We're Looking For

- Passionate teaching assistants with a strong track record of excellent EYFS classroom practice
- Kind, compassionate and thoughtful teaching assistants to support our vulnerable learners
- Experience across different age groups
- A commitment to improve pupil wellbeing and outcomes across the curriculum
- A reflective practitioner who thrives on collaboration and continuous improvement
- Someone committed to inclusive, holistic education that supports every child to flourish

Our Pupils Say:

"Our school is amazing because we have a variety of learning opportunities, a wonderful school library, and lots of support with learning. Our lessons are creative, fun and everyone here is friendly and generous." – **School Council, January 2025**

Our Parents Say:

"We are very happy with our child's progress in school and she is very happy here."

"Both my daughters have been to Drayton and I can safely say it is a wonderful place to be."

"My child is really very happy at school. She loves all her teachers and has never had a bad word to say (although she would like more snow days)!" **February 2025**

Ofsted said:

"Pupils are proud to attend this welcoming school where everyone flourishes... The school has high ambition for all pupils, including those with SEND. Pupils engage highly in lessons and value the support that staff provide... They love to share their learning and talk enthusiastically about the interesting topics they study." **September 2023**

How to Apply

If you are a passionate educator ready to take the next step in your career and contribute to our vibrant school community, we would love to hear from you. The full job description is attached to the advert on MyNewTerm, or please visit our website <https://drayton-pri.oxon.sch.uk> for details. Please apply and complete the application form via MyNewTerm.

Visits to our school are strongly encouraged. You will get to tour the whole school with our friendly class ambassadors, meet the staff team and experience our school in action as well as join the leadership team for an informal conversation. You can arrange a visit by emailing office.2560@drayton-pri.oxon.sch.uk

Application deadline: 12 noon, Monday 20th April

Interview Date: Friday 24th April, please keep this date available.

Shortlisted candidates will be contacted by email the same week, or following early applications, with interview day requirements.

Drayton Community Primary School is committed to safeguarding and promoting the welfare of all children and young people. All staff and volunteers must share this commitment. Successful candidates will be required to undertake all necessary safer recruitment checks, including an enhanced DBS (Disclosure and Barring Service) check. We reserve the right to carry out an online search as part of our due diligence on shortlisted candidates. References will be sought on shortlisted candidates before the interview.

TEACHING ASSISTANT

Job Description & Person Specification

Post Title	Teaching Assistant
Reporting to	Class teacher and Senior Leadership Team
Working Time	Full time – term time only
Salary / Grade	Grade 4 (pro-rata – term time only)
Disclosure Level	Enhanced DBS

Key Responsibilities

1. Supporting Pupils

- Supervise and provide targeted support for pupils, including those with special needs, ensuring their safety and access to learning activities
- Establish constructive relationships with pupils
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by the teacher
- Model 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
- Teach aspects of the curriculum to individuals or small groups under the direction of the class teacher
- Deliver specific interventions under the direction of the class teacher and guidance of the Senior Leadership Team

2. Support for the teacher

- Model and adhere to the consistent school behaviour policy
- Create and maintain a purposeful, orderly and supportive environment
- 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 pupil's achievement, progress, problems etc.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with the school's behaviour policy as well as individual pupils' plans and encourage pupils to take responsibility for their own behaviour
- Provide administrative support as directed by class teacher
- EYFS observations and assessments

3. Support for the School

- To work collaboratively with other members of the wider school team
- To participate in relevant professional development
- To be aware of and follow the schools policies and procedures
- Attend and support some schools events, including during non working hours
- To complete any other relevant tasks as directed by class teacher or Senior Leadership Team
- Maintain confidentiality and professionalism at all times and specifically in relation to child protection and safeguarding.

Person Specification

Qualifications & Training

Essential	Desirable
Good level of spoken and written English	GCSE Maths and English
Good level of maths	Additional Childcare or Education related qualifications
Qualifications in a specific subject area	Full and relevant Level 3 Early Years qualification
Evidence of recent and relevant CPD	First-aid qualification
Current Enhanced DBS	Paediatric First Aid training
	Level 2 Safeguarding (or commitment to obtain)

Experience

Essential	Desirable
Experience of working with primary school or Early Years aged children (can be in a voluntary capacity)	Experience of working in an educational setting
	Experience of working as part of a team
	Experience or knowledge in a particular subject area or intervention

Knowledge & Skills

- Able to communicate clearly in both written and spoken forms
- Well-organised and pro-active
- Able to maintain confidentiality
- Show resilience in motivating and supporting children, especially when faced with a challenge
- Ability to demonstrate awareness and understanding of inclusion and diversity and other people's behaviour, physical, social and welfare needs.
- Able to demonstrate a clear understanding of the commitment to Health and Safety and willing to undertake safeguarding training

Personal Attributes

- Passion for inclusive, child-centred education.
- High expectations for all learners and a commitment to equity and diversity.
- Empathy, approachability and the ability to build positive relationships with pupils, families and colleagues.
- Organisational skills, resilience and the capacity to work under pressure.
- Reflective practitioner with a growth mindset and commitment to ongoing professional learning.
- Integrity and reliability

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

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Commitment to our mission and school values

We seek individuals who embody our mission and school values, and possess the requisite skills and attributes, or demonstrate a clear capacity to cultivate them:

A community in which everyone flourishes.

Value	Meaning	Commitment
<i>Be kind - to me, to others, to the world</i>	We support everyone to be happy, safe and successful by showing gratitude, taking care of each other and feeling proud of our achievements. We are passionate about creating a better future.	<ul style="list-style-type: none"> ● We are polite and considerate in our words and actions. ● We listen carefully and speak respectfully to everyone. ● We make sure everyone is included and treated with respect. ● We show understanding and empathy for people, wildlife, places, events and situations. ● Our positive choices influence others
<i>Aim high - work hard</i>	We prepare for success and work hard to achieve our best. We focus on the right things to achieve our learning goals.	<ul style="list-style-type: none"> ● We get started straight away. ● We give 100%. ● We work hard to achieve the highest possible standards. ● We stick to our goals. ● We prepare for success: dress smartly, bring the right equipment, read at home, do our homework. ● We are always learning.
<i>Be brave – challenge yourself</i>	We are brave, we forgive, and we use our initiative. We own our mistakes and never give up on ourselves or others.	<ul style="list-style-type: none"> ● We reflect on our choices and take responsibility for our actions. ● We are honest and acknowledge our mistakes. ● We do the right thing, even when it is hard, or no one is watching. ● We challenge ourselves to complete things we do not find easy. ● We aim to be independent but are not scared to ask for help when we need it.
<i>Together we succeed</i>	We achieve our best as a team. We build on and respect each other's strengths and flaws. We are patient and help each other to be better.	<ul style="list-style-type: none"> ● We maintain a focussed learning environment and share space and resources. ● We follow instructions. ● We ask and answer questions. ● We give and receive meaningful feedback that helps us to improve. ● We celebrate our similarities and champion everyone's unique qualities. ● We are proud of our whole school community. ● We support the community in many ways, for example: supporting FODSA events, contributing to whole school events and joining staff socials. ● We prioritise the needs and successes of the whole school.