



Teaching Assistant (Temporary)

Barnburgh Primary
Academy



RECRUITMENT INFORMATION PACK

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July 2026

Dear Applicant,

Thank you for your interest in this exciting position of Teaching Assistant at Barnburgh Primary Academy. The successful candidate will have the opportunity to have a positive impact on many children's lives.

Within this application pack you will find a job description and person specification, as well as information on our Academy and how to apply.

The successful applicant will be assured of a well-considered induction and support for your own professional development. We are looking for a person who is fully committed to making a difference, who has energy and determination, and wants to be part of a school where all staff work relentlessly to ensure that all children achieve their full potential.

Barnburgh Primary Academy is a happy, ambitious, and inclusive place where children and staff enjoy learning together. We have a clear vision for our Academy; Learning to SHINE together! This is built on our five Core Values of Ambition, Respect, Perseverance, Independence and Courage. Our Core Values are the skills we focus on to achieve truly great things. We call this ASPIRE.

Barnburgh Primary is a great place to work and we really hope that you feel it is the right school for you.

Yours faithfully,



Jo Potts

Headteacher

Jo Potts Headteacher

Email: headteacher@barnburghacademy.com

Barnburgh Primary Academy Vision

Learning to SHINE together!

Barnburgh Primary Academy Core Values

ASPIRE

Perseverance

Ambition

Courage

Independence

Respect

Leger Education Trust Key Drivers



Ambition

Risk takers,
Goal setters,
Believe in
better,
Courageous



Support

Encouraging,
Sympathetic,
Helpful,
Nurturing and
kind



Persistence

Determined,
Stickability,
Patience,
Stamina



Inspire

Motivate,
Persuade,
Encourage and
Influence



Resilience

Strength of
character,
Adapability,
Bounceback-
ability



Effort

Strive,
Endeavour,
Stretch,
Exertion

The Application Process

To complete an application please click on the link below (this will open up an online form via the 'My New Term' website):

<https://mynewterm.com/jobs/150040/EDV-2026-BPA-59771>

Shortlisted candidates will receive an email detailing the interview process.

If you have not heard from us within 2 weeks of the closing date, please assume your application has been unsuccessful.

Written references will be sought on all short-listed candidates before interview.

If you have any queries on any aspect of the application process or need additional information, please contact Barnburgh Primary Academy.

Key dates:

Closing date for receipt of applications: Tuesday 28th July 2026 at midday

Shortlisting will take place: Wednesday 29th July 2026

Interviews will take place: Friday 31st July 2026

ADVERTISEMENT

Job Title: Temporary Teaching Assistant

Grade and Salary: Grade 5 and salary £ 24,790 - £ 25,989 (pro rata)

Hours of Work: Term time only, 27.5 hours per week (Monday to Friday)

Responsible to: Class Teacher/Support Staff Line Manager/Headteacher

Job Purpose: To work under the instruction and guidance of teaching/senior support staff to implement work, care and support programmes to enable access to learning for pupils and to assist the class teacher in the management of pupils and the classroom.

Location: Barnburgh Primary Academy

Term: Temporary until 31st August 2027

VACANCY –TEACHING ASSISTANT

Permanent

Term time only, 27.5 hours per week, Monday to Friday

Starting as soon as possible

The children, Governors and Headteacher of Barnburgh Primary Academy are looking for an enthusiastic and passionate Teaching Assistant to join our team. This post would suit applicants wishing to work in EYFS, Key Stage 1 and/or Key Stage 2.

Our academy is full of passionate, hard-working staff, dedicated governors and happy enthusiastic children who love to learn!

We are an inclusive school striving for every child to recognise and reach their potential. We make the health, safety and well-being of all our children our top priority.

Our curriculum is exciting and creates lots of memorable learning experiences. Our children love to climb trees, stamp in puddles, play in the snow, go on bear hunts, dance, bake, run, and build dens in our very own outdoor learning classroom, Walt's Wood!

We have a clear vision for our Academy; Learning to SHINE together! This is built on our five Core Values,

PERSEVERANCE: to never give up

COURAGE: to take risks in our learning and stand up for what is right

INDEPENDENCE: to think for ourselves

RESPECT: to think and act in a positive way towards ourselves, others and objects

AMBITION: to aim high

Our Core Values are the skills we focus on to achieve truly great things. We call this ASPIRE.

We have the highest expectations and aspirations for all members of our school community and we accept nothing less than an individual's best.

Please refer to the responsibilities and duties for this role, outlined in the recruitment pack attached.

We welcome visits from any interested candidates.

Please apply at <https://mynewterm.com/jobs/150040/EDV-2026-BPA-59771>

Closing date: Tuesday 28th July 2026 at midday
Shortlisting: Wednesday 29th July 2026
Interview date: Friday 31st July 2026

Barnburgh Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post involves working with children and therefore if successful you will be required to apply for a Disclosure and Barring Service records check at an enhanced level. Further information about the Disclosure Scheme can be found at www.gov.uk/disclosure-barring-service-check

Job Description

Job Title: Teaching Assistant

Grade and Salary: Grade 5 and salary £ 24,790 - £ 25,989 (pro rata)

Hours of Work: 27.5 hours per week, term time only

Responsible to: Class Teacher/Support Staff Line Manager/Headteacher

Job Purpose: To work under the instruction and guidance of teaching/senior support staff to implement work, care and support programmes to enable access to learning for pupils and to assist the class teacher in the management of pupils and the classroom.

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Main Duties and Responsibilities

- To deliver and implement work programmes to individuals/groups of pupils, including disadvantaged and SEND pupils, under the direction and supervision of the class teacher which enable them to achieve maximum access to and participation in the National Curriculum or Early Years Foundation Stage.
- To work under the direction of the class teacher and to assist in the planning, monitoring and evaluation of the pupil's learning, ensuring that progress is clearly recorded and related to the learning objectives for that pupil.
- To attend and assist pupils with their hygiene, eating and general welfare requirements as necessary.
- To support the school's policy on discipline to ensure high standards of pupil behaviour.
- To supervise pupils in class, at playtimes and on school visits.
- Under the direction of the teacher, to assist in maximising the use of ICT in the learning process.
- Monitor pupils' responses to learning activities and accurately record achievement and progress as directed.

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- Assist with administering routine tests and invigilate exams/tests and undertaken routine marking of pupils' work.
- Prepare and organise resources, maintain a high-quality learning environment including preparation and mounting of displays and carry out administrative tasks under direction of the Headteacher and Class Teacher.

These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the Postholder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post.

Person Specification

	Essential	Desirable	How Assessed
Qualifications			
Willingness and ability to obtain and/or enhance qualifications and training for development in the post	✓		Application form Interview
GCSE English and Maths at grade C or above, or equivalent	✓		Application form Certificates
DfES Teacher Assistant Induction course		✓	Application form Certificates
NVQ Level 2 or better/equivalent relevant qualification		✓	Application form Certificates
First Aid Certificate		✓	Application form Certificates
Knowledge of the Foundation Stage		✓	Application form Interview
Experience			
Working with/or caring for children	✓		Application Form Interview References
Experience of working with children with speech/language and communication difficulties in a school environment		✓	Application Form Interview References
Knowledge, Skills and Abilities			
Good numeracy/literacy skills	✓		Application Form Interview
Basic understanding of child development and learning	✓		Application Form Interview
Good communication and interpersonal skills including ability to feed back to parents about child's achievements and difficulties	✓		Application Form Interview
General understanding of the Foundation Stage Curriculum		✓	Application Form Interview
Knowledge of Health and Safety Regulations		✓	Application Form Interview
IT skills		✓	Application Form Interview

Personal Characteristics

Ability to relate well to children and adults	✓		Interview References
A calm, pleasant and sympathetic manner	✓		Interview References
A belief that all children can succeed	✓		Interview References
Empathetic and a desire to work within a close team	✓		Interview References
Flexible		✓	Interview References

Physical Attributes

Ability to move about the school and be involved in sensory work including working with the child both indoors and outdoors	✓		Interview References
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Additional Factors

An understanding of safeguarding	✓		Interview
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Leger Education Trust will require the appointed candidate to gain satisfactory relevant background checks in accordance with safer recruitment guidelines; this will include an Enhanced (with Barred) Disclosure check.