



Pilton Bluecoat Church of England Academy

Advert

Teaching Assistant & MTA

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Role Overview

Job Title: Teaching Assistant and **MTA**

Start Date: 1st September 2026

Salary: TA £13.47 per hour (Grade C) | **MTA £12.85 (Grade A)**

Hours Per Week: TA 26.53 (8:35am - 3:20pm Monday to Friday with 15 minutes unpaid tea break and lunch break included) | **MTA 2.34 HPW (x2 days a week 1 hour 10 minutes per day Monday and Wednesday only)**

Working Weeks: 38 Weeks

Status: Permanent

Closing Date: 12 Noon on Monday 13th July 2026

Interview Date: Wednesday 15th July 2026

Are you passionate about making a difference to children's lives? Working under the guidance of teaching and senior staff, the successful candidate will support pupils' learning, attainment and wellbeing, helping to promote independence, self-esteem and social inclusion. Working closely with the class teacher, they will assist pupils to engage fully with their learning, both within the classroom and in other learning environments, while supporting the effective management of pupils and the classroom. In-service training will be provided where appropriate. This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

In addition to the Teaching Assistant hours, there are 2.34 further hours available worked over 2 lunchtimes per week (12:20pm - 13:30pm per day) as a Mealtime Assistant at Grade A (£12.85 per hour). The post holder will engage with pupils during the lunch time break to provide a safe and enjoyable experience for them.

Why Join Us?

We offer a welcoming environment where teamwork and professional development are highly valued. In-service training is provided where appropriate. Additional benefits include:

- Pension: Membership of a generous pension scheme (LGPS)
- Health & Wellbeing: Access to Medigold Occupational Health who provide our employees with a range of free health and wellbeing benefits including access to Thrive; a mental wellbeing app and free seasonal flu vaccinations.
- Work-Life Balance: Wellbeing and Long Service days
- Schemes: Cycle to work scheme

For more information and to view the full details of this role, you can access the advert via our website at www.teamacademytrust.com/vacancies

We actively welcome visits to our schools. Should you have any further questions or wish to arrange a visit, please contact Mat Harts Head of School via office@piltonbluecoat.devon.sch.uk

How to Apply

If you would like to contribute to a Trust committed to providing outstanding learning experiences for all pupils, please apply via mynewterm. To submit your application, you will be required to register as a candidate and complete the full application form on their platform, as we are strictly unable to accept CVs.

As this post is advertised on multiple platforms, we reserve the right to interview upon receipt of suitable applications; candidates are therefore encouraged to apply at their earliest opportunity.

TEAM Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and expects all its staff and volunteers to share this commitment. An Enhanced DBS check will be undertaken and references taken up before interview. All shortlisted candidates are subject to a pre-employment online search prior to interview.

Teaching Assistant

Person Specification



In your supporting statement and application form, please demonstrate how you meet the essential criteria for the role. All other criteria are considered desirable.

Attribute	Essential
Experience	<ul style="list-style-type: none">• Working with or caring for children of relevant age, and/or completion of relevant training and qualifications.
Practical Skills	<ul style="list-style-type: none">• Ability to relate well to children and adults
Communication	<ul style="list-style-type: none">• Ability to fulfil all spoken aspects of the role with confidence and fluency in English
Personal Qualities	<ul style="list-style-type: none">• Able to work effectively in a team
Technology / IT Skills	<ul style="list-style-type: none">• Ability to use technology to a basic level-• e.g. Computer, video, photocopier etc.
Education and Training	<ul style="list-style-type: none">• Good numeracy and literacy skills.• Requirement to participate in training/development as/when identified by line manager as essential for performance of the post.• Willingness to participate in other development and training opportunities

Teaching Assistant Job Description



Job Purpose including main duties and responsibilities:

To work under the instruction guidance of teaching/senior staff to undertake work/care/support programmes to raise the learning and attainment of pupils while also promoting their independence, self-esteem and social inclusion 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 may regularly take place outside the main teaching area.

This role requires the ability to fulfil all spoken aspects of the role with confidence and fluency in English.

Main duties and responsibilities:

To work under instruction/guidance to enable access to learning by:

- Attending to the welfare and personal care of pupils including those with special educational needs
- Delivering pre-determined learning/care/support programmes
- Implementing literacy/numeracy programmes
- Assisting with the planning cycle
- Undertaking general clerical/administrative support for the teacher/department

DUTIES

Support the teacher by:

- Creating and maintaining a purposeful, orderly and supportive environment, in accordance with lesson plans
- Assisting with the display of pupils' work
- Using strategies, in liaison with the teacher, to support pupils to achieve learning goals
- Assisting with the planning of learning activities on a regular basis
- Monitoring pupils' responses to learning activities and accurately recording achievement/progress as directed
- Providing detailed and regular feedback to teachers on pupils' achievement, progress, problems etc.
- Promoting good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encouraging pupils to take responsibility for their own behaviour
- Establishing constructive relationships with parents/carers and where appropriate participating in feedback sessions with parents alongside the teacher
- Administering routine tests, invigilating exams and undertaking routine marking of pupils' work
- Providing clerical/administrative support e.g. photocopying, typing, filing, money, administration of course work etc.

Supporting pupils by:

- Supervising and providing particular support for pupils, including those with special needs, ensuring their safety and access to learning activities
- Assisting with the development and implementation of Individual Education/Behaviour Plans and Personal Care Programmes
- Establishing constructive relationships with pupils and interacting with them according to individual needs
- Promoting the inclusion and acceptance of all pupils
- Encouraging pupils to interact with others and to engage in activities led by the teacher
- Setting challenging and demanding expectations and promoting self-esteem and independence
- Providing feedback to pupils in relation to progress and achievement under the guidance of the teacher

Support the curriculum by:

- Undertaking structured and agreed learning activities/teaching programmes and adjusting activities according to pupil responses
- Undertaking programmes linked to local and national learning strategies e.g. literacy, numeracy, KS3, early years, recording achievement and progress and feeding back to the teacher
- Supporting the use of ICT in learning activities and developing pupils competence and independence in its use
- Preparing, maintaining and using equipment/resources required to meet the lesson plans/relevant learning activity and assisting pupils in their use

Support the school by:

- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and reporting all concerns to an appropriate person
- Being aware of and supporting difference and ensuring all pupils have equal access to opportunities to learn and develop
- Contributing to the overall ethos/work/aims of the school
- Appreciating and supporting the role of other professionals
- Attending relevant meetings as required
- Participating in training and other learning activities and performance development as required
- Assisting with the supervision of pupils out of lesson times, including before and after school and at lunchtimes as required
- Accompanying teaching staff and pupils on visits, trips and out of school activities as required and taking responsibility for a group under the supervision of the teacher



Person Specification

In your supporting statement and application form, please demonstrate how you meet the essential criteria for the role. All other criteria are considered desirable.

Attribute	Essential	Desirable
Knowledge and Experience	<ul style="list-style-type: none"> • Basic Hygiene Procedures • Schools' policies relating to Safeguarding 	<ul style="list-style-type: none"> • An awareness of child Behaviour and Health & Safety issues
Abilities and Aptitudes	<ul style="list-style-type: none"> • Ability to communicate and interact across a wide range of adults and pupils • Ability to follow written or verbal instructions. • Ability to work empathically with children • Ability and willingness to work cooperatively as part of a team 	<ul style="list-style-type: none"> • First aid certificate

MTA



Job Description

Job Purpose:

To supervise, guide and assist children during the midday break, so as to ensure the safety, general welfare and proper conduct of pupils during this period.

Responsible to:

Head of School

Principle Duties:

- To assist in the lunchtime supervision of pupils to ensure that the meal is completed on time in a safe and hygienic setting.
- To listen to pupils reading and sharing their own choice of book.
- To organise games and activities for the children during the mid-day break and promote purposeful activities.
- Report behaviour observations to a teacher in order for them to maintain the school's standard of discipline and behaviour. 5. Adhere to school policies to maintain a safe environment for pupils and other staff.

General Accountabilities

- So far as reasonably practicable, the postholder must ensure that safe working practices are adopted in the work areas for which the postholder is responsible and to maintain a safe working environment
- Work in compliance with the Codes of Conduct, Regulations and policies of the school, and its commitment to equal opportunities
- Ensure that output and quality of work is of a high standard and complies with current legislation / standards.



Part of TEAM Multi-Academy Trust



Pilton Bluecoat Academy Contact Information :



01271 345952



www.piltonbluecoat.devon.sch.uk



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