



**Saint George's**  
Church of England School

**WORKING AT SAINT GEORGE'S C OF E SCHOOL**

# Join our Team



For Appointment of:  
**Teaching Assistant**





## Welcome from Executive Headteacher Simon Murphy

Thank you for your interest in this role at Saint George's Church of England School. I hope the information within gives you an insight into our all-through school and the unique opportunity this position offers.

As a founding member of the Aletheia Academies Trust, our vision is rooted in a determination to improve the life chances of local children. The Trust provides outstanding opportunities for our primary and secondary based staff to connect with others, share good practice, improve their teaching, and develop their own career pathway.

Saint George's is thriving. All stakeholders including governors, parents, staff and pupils work exceptionally hard to create a warm, welcoming and inclusive atmosphere in a school which boasts a fantastic sense of community, continuously improves outcomes for children and families, and holds tightly to its Christian vision and values.

As an all-through school, that sense of community is all the more palpable and I feel very privileged, alongside my colleagues, to see pupils learn and develop from reception classes through to our excellent 6th Form provision.

We look forward to receiving your application and welcoming you to Saint George's.



## Welcome from Head of Primary Phase Helen Taylor

Our children are at the heart of everything we do here at Saint George's. Through the delivery of our curriculum, we aspire for all of our children to be challenged, and develop into independent, successful, safe, and happy learners, ready to tackle the next stage of their education with hope and confidence. At Saint George's we have a unique opportunity to teach and develop children from the age of four to eighteen in a safe and caring environment that puts the individual first. We have high aspirations and expectations for all staff and pupils and strive for high quality teaching and provision for all.

As an all-through school, we also have access to the huge range of expertise and facilities on offer at the secondary phase, such as specialist subject colleagues teaching in the primary phase, playing fields, a library, science laboratories, a multi-use games pitch and music resources. Outdoor Learning is hugely important for our school and Forest School forms a large part of our Curriculum. We believe children learn best when they are active and motivated in and by everything the outdoor environment has to offer.

From the moment children join Saint George's Primary Phase they become part of our dedicated and successful community where we value each individual and nurture their special talents.

I look forward to receiving your application.

**All Different • All Equal • All Flourishing**



# Saint George's Church of England All Through School



We consider our school to be highly inclusive, welcoming students of all backgrounds and beliefs, unified by our commitment to their well-being and sense of achievement.

Saint George's has developed a reputation as a high achieving school providing excellent outcomes for all students academically and in terms of their personal growth. We have exceptionally high expectations of how our students behave, speak, and present themselves. This is underpinned by our Christian values, our worship and school ethos. Everyone who wishes to learn is welcome.

Our motto **'All Different, All Equal, All Flourishing'** emphasises our Christian belief that the God-given talents of all students should be encouraged and developed, recognising, and valuing their unique worth.

We have had a long-held belief in the potential of an all-through school to further enhance the educational provision on our site. We are delighted that this vision has now become a reality for Saint George's. A shared philosophy ensures that there is greater consistency around expectations, ethos and pedagogy which eliminates any unsettling transition between the primary and secondary phases. We facilitate teachers working together in the primary and secondary phases which raises aspirations still further and ensures that children are not able to fall through the gaps. Our primary pupils benefit from having specialist subject staff available and economies of scale allow greater spending on teaching and learning and the sharing of specialist and enhanced facilities for all pupils.

At Saint George's, we strive for all students to have learnt new skills, to have developed their talents and with this, a love of learning; making them confident, articulate, sensitive and caring citizens for the future.



**"Visitors most often comment upon the profound sense of community within the school."**



Diocese of  
**Rochester**

SIAMS INSPECTION 2019



**EXCELLENT**

**Ofsted**  
Good  
Provider

# Job Description

<b>Job Title</b>	Teaching Assistant
<b>Location</b>	Gravesend
<b>Duration</b>	Permanent
<b>Work Hours</b>	32.5 hours per week during term-time, plus inset days (39 weeks per year)
<b>Reporting to</b>	Head of Primary Phase
<b>Salary</b>	AAT B.2 -B.4
<b>Pension</b>	LGPS



## About the Role

We are looking to appoint a dedicated and enthusiastic Teaching Assistant to join our primary phase at Saint George's CE School. As Teaching Assistant, your supportive role will enable children and their families to access good educational provision as soon as they join our school.

Our ideal candidate will be a qualified Teaching Assistant (or willing to work towards a qualification), with experience supporting children in a school setting. You will enjoy helping young people thrive, making learning accessible, engaging and enjoyable.

We are a friendly, dynamic and innovative school and pride ourselves on our commitment to ensuring student progress through high quality teaching and learning provision for all. The successful applicant will share these values and play an active part in delivering on this commitment.

We would love to hear from you if you:

- Want to be involved in shaping and developing outstanding learning experiences to enable all children to thrive
- Want to work in a supportive and caring environment
- Are committed to enabling every pupil to achieve the very best they can.



## Job Purpose

To support children and to support the class teacher in the provision of excellent learning opportunities.

- ♥ To work under the direction of the class teacher with individuals or small groups through play or planned activities.
- ♥ To supervise and assist with activities as required giving feedback to the class teacher.
- ♥ To assist in the planning of activities and take a leading role in the planning of some activities as agreed with the class teacher.
- ♥ To assist in the monitoring and assessment of activities / interventions, recording progress as and when required.
- ♥ To support the teacher in behaviour management and monitor pupil's social and emotional well-being, reporting to the teacher as appropriate. This will include some break time duties and facilitating games and activities.
- ♥ To liaise and communicate with parents, under the direction of the class teacher, reporting back any necessary information.
- ♥ To assist with the administration of first aid and the care of sick children consulting with senior members of staff if necessary.
- ♥ To work in co-operation with all staff to ensure that resources and equipment are maintained in a clean, safe condition and are stored appropriately.
- ♥ To attend training opportunities such as courses and development days when appropriate.
- ♥ To help prepare and clear the learning environment and resources, including photocopying, displays and the presentation of pupils' work.
- ♥ To contribute to maintaining a safe environment and uphold all safeguarding responsibilities.





- ♥ To support the pupils in developing social skills both in and out of the classroom.
- ♥ To provide regular feedback on the pupils' learning and behaviour to the teacher.
- ♥ To know and apply school policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc.
- ♥ Where appropriate to develop a relationship to foster links between home and school, and to keep the school informed of relevant information
- ♥ To be aware of confidential issues linked to home/pupil/teacher/school.
- ♥ To contribute towards reviews of the pupils' progress as appropriate.
- ♥ To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment.
- ♥ To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties
- ♥ To be willing to support playground/break time supervision e.g. educational games, homework clubs etc.
- ♥ To accompany teacher and pupils on educational visits.



# Person Specification



D = Desirable

E = Essential

## Qualifications and Experience

✓ GCSE or equivalent level, including at least a Grade C/4 in English and maths	E
✓ Relevant Level 2 or 3 qualification in Supporting Teaching and Learning, Childcare, or a related field (or willingness to work towards one)	D
✓ Successful, relevant experience of working with children in a primary school setting	E

## Skills and Knowledge

✓ Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice	E
✓ An understanding of speech and language difficulties	E
✓ Knowledge of behaviour management strategies and ability to implement them consistently	D
✓ An understanding of using assessment (especially portage) for learning to enable pupils to make progress	D

## Personal Qualities

- ✓ Patient, empathetic, and supportive approach to working with children
- ✓ Ability to build positive relationships with pupils to support their confidence and engagement
- ✓ Commitment to inclusion and promoting an environment where all pupils feel valued
- ✓ Ability to work both independently and as part of a team
- ✓ A proactive approach to professional development and willingness to undertake relevant training
- ✓ Ability to build and sustain effective working relationships with a range of stakeholders and external partners.
- ✓ Ability to demonstrate enthusiasm and sensitivity while working with others.
- ✓ Ability to make considered decisions.
- ✓ Be creative, flexible and innovative.
- ✓ Promote a well-reasoned educational philosophy in relation to the school ethos.
- ✓ Be encouraging and supportive in the development of others.
- ✓ Demonstrate a high level of integrity, honesty and fairness.

All Essential Criteria

# How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

## Primary Phase Office

[primary@saintgeorgescofe.kent.sch.uk](mailto:primary@saintgeorgescofe.kent.sch.uk)

01474 533 082

To apply for this role, please visit MyNewTerm:

**[Online Application Form](#)**



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers, and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

**Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).**



# Contact Us

## **Saint George's C of E School**

Meadow Road,  
Gravesend,  
DA11 7LS

## **Unique Reference Number:**

137609

## **Telephone:**

01474 533 082

## **Website:**

[saintgeorgescofe.kent.sch.uk](http://saintgeorgescofe.kent.sch.uk)

## **Email:**

[HR@aletheiaacademies.org.uk](mailto:HR@aletheiaacademies.org.uk)