



# Job Advert: Part Time Higher Level Teaching Assistant Maple Tree SEMH Provision

*Required ASAP*

## Job Advert

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**Position:** Higher Level Teaching Assistant

**Salary:** Dudley NJC Grade 7. Point 18 – 23 £27,467- £30535 pa /  
(pro-rata 32.5 hrs [Term Time Only](#) £21,012-£23,784)

**Fixed Term Contract:** Start date ASAP until 31.08.2027

**SEN Allowance:** TBC

**Hours:** 32.5

**Head Teacher:** Mrs Sophie Blick

**Deputy Head:** Mrs Katie Evans

**Assistant Head for SEND and Inclusion:** Miss Rebecca Savoy

We are seeking a passionate and dedicated Higher Level Teaching Assistant to work within our SEMH provision Maple Tree within **Hawbush Primary School**.

Maple Tree provides specialist full time provision for pupils from year one to year six who have social, emotional and mental health needs.

You will be committed to the highest standards of achievement for all. You will be a resourceful, inclusive and an enthusiastic practitioner with a track record of high-quality work and a deep understanding of the strategies and practices associated with excellent pupil outcomes where social, emotional and mental health needs are a primary focus.

You will work closely with all staff, including Assistant Headteacher for SEND and Inclusion to deliver a high standard of provision for children with significant social, emotional and mental health needs. Your adaptability and resilience will be crucial, along with your ability to contribute effectively to the positive culture and ethos of our welcoming and inclusive school community. Experience working with children with additional needs, specifically social, emotional and mental health needs in a primary or Early Years setting is essential.

We are committed to providing our staff with a first-class teaching experience, through a supportive, inclusive ethos and a well-sequenced package of continued professional development. We strive to create conditions that will enable you to thrive and develop your career within a culture of high aspiration for all pupils and staff. By ensuring this, we believe that together we can strengthen the learning experience and outcomes of all our children.

**Within the trust you will have:**

- Opportunities to share ideas and improve both your own and the school's practice
- Your professional ambitions actively encouraged and supported
- Opportunities to work with colleagues across a range of schools

**The school will provide:**

- The opportunity to make a real difference to the lives of children, many of whom are disadvantaged
- A supportive Senior Leadership Team
- Quality resources and a rich environment, to enable you to develop a personalised approach for every child you teach
- Excellent CPD to support you in your career development

We strongly suggest you call to arrange an informal visit and meet the team that will set you on the right path towards a successful career in teaching.

Please contact [enquiry@hawbush.drbigitemat.org](mailto:enquiry@hawbush.drbigitemat.org) to arrange an informal visit (Mondays, Wednesdays and Thursdays).

**Please note:** In line with Safer Recruitment Practice, a minimum of two references will be sought for shortlisted candidates prior to interview. One reference must be the candidate's current/most recent employer. The Trust is absolutely committed to safeguarding and promoting the welfare of children and adults through its safer recruitment processes. The Trust expects all staff and volunteers to share this commitment. An enhanced DBS check will be required for this post.

We encourage all applicants to review our Safeguarding and Child Protection Policy, which outlines our commitment to the safety and wellbeing of students.

As part of our due diligence an online search will be carried out for all shortlisted candidates.

**Rehabilitation of Offenders**

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Further information about filtering offences can be found in the DBS filtering guide.

**This post is covered by Part 7 of the Immigration Act (2016).**

Therefore, the ability to speak fluent and spoken English is an essential requirement for this role.

We reserve the right to close or extend this vacancy before or after the advertised closing date.



To apply for this position of HLTA, please visit [www.drbigitemat.org/jobs](http://www.drbigitemat.org/jobs) / [www.hawbus.school](http://www.hawbus.school)  
Please note that CVs are not accepted.

**The closing date: Tuesday 9<sup>th</sup> June 2026**

**Interviews: Monday 15<sup>th</sup> June 2026**