



Watererton
Academy Trust

Application Pack

SEN Teaching Assistant



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| Job Title | SEN Teaching Assistant |
| Salary & Grade | Grade 4 SCP 4-5 £15,862-£16,114 (FTE £25,583-£25,989) |
| Contract | 27.5 hours per week, Permanent |
| Reporting to | Headteacher |
| Start Date | September 2026 |

Dear Applicant

Thank you for your interest in the role of Teaching Assistant.

Waterton Academy Trust is looking to appoint an inspirational and ambitious Teaching Assistant to West End Academy, a one-form entry primary school, located in Hemsworth.

West End Academy is a smaller than average primary school and joined Waterton Academy Trust in July 2018. The Trust consists of 16 primary phase schools, 4 Assessment Resource Provisions and 4 pre-schools in the Wakefield and Barnsley area. As part of this Trust both staff and children enjoy varied opportunities for collaboration in all areas of the curriculum.

The school is committed to providing a stimulating, creative environment so that all children enjoy learning, make outstanding progress and reach their potential. By offering a rich and diverse curriculum, the academy is constantly striving to provide high-quality learning opportunities which engage, challenge and inspire all our pupils. Inspected by OFSTED in November 2024, West End Academy is a good school with outstanding behaviour and leadership and management.

We look forward to receiving your application.

Warm Regards,

Chris Johnson
Headteacher

About Us

Waterton Academy Trust is a thriving and values-led partnership of schools committed to giving every child the best possible start in life.

Established in 2014 with Walton Primary Academy as its founding member, the Trust has grown steadily and strategically, guided by a strong moral purpose and a deep understanding of the communities we serve. We believe that **success is a shared experience** – every learner, every member of staff, and every school should flourish, together.

By the end of 2026, we expect to support more than 4,000 pupils across our schools, with a dedicated team of over 600 staff and an annual turnover approaching £28 million.

Our growth has not been about size alone - it reflects the strength of our educational offer, the diversity of our provision, and the depth of our partnerships.

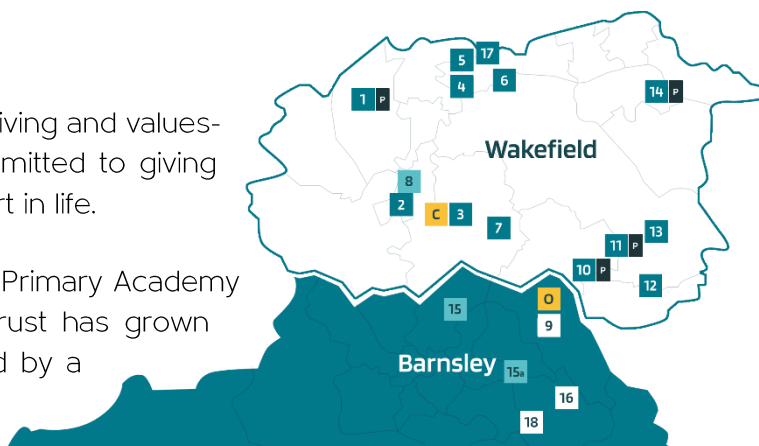
We work across two key regions - Wakefield and Barnsley - and are proud to be seen as a trusted and collaborative presence within the wider education system. All our schools are primary-phase, and collaboration sits at the heart of how we work.

In response to local need, our first independent special academy – Newstead Academy opened in Barnsley in 2023 and has already grown to include a satellite site based at Hunningley. Building on this success, we have opened a new specialist setting - Hammer Lane Academy - in Wakefield in September 2025. These developments are a testament to our commitment to inclusive education and our ability to work alongside local partners to meet the needs of all learners.



We also know that a great start in education begins early. That's why we've expanded our offer to include four pre-school settings, with plans for further growth.

If you share our belief that all children deserve the highest-quality education and want to be part of a forward-thinking, people-centred organisation, we'd love to hear from you.



Our Locations

Waterton Offices

- C - Centre for Excellence
- O - Operations Office

Waterton Schools

- 1 - Wrenthorpe Academy
- 1p - Wrenthorpe Pre-School
- 2 - Sharlston Community School
- 3 - Walton Primary Academy
- 4 - Normanton Junior Academy
- 5 - Lee Brigg Infant and Nursery School
- 6 - Normanton Common Primary Academy
- 7 - Crofton Infant's School
- 8 - Hammer Lane Academy
- 9 - Churchfield Primary School
- 10 - King's Meadow Academy
- 10p - The Meadow Pre-School
- 11 - West End Academy
- 11p - The Woodland Pre-School
- 12 - South Kirkby Academy
- 13 - Ackworth Mill Dam School
- 14 - Cherry Tree Academy
- 14p - Cherry Blossom Pre-School
- 15 - Newstead Academy
- 15a - Hunningley Academy
- 16 - Kings Oak Primary
- 17 - Allotts Junior Academy
- 18 - Jump Primary Academy

Our Vision and Values

The Trust is proud of its shared vision and values, which are embedded across all aspects of our work.

This vision—centred on collaboration, aspiration, enjoyment, and equity—guides our actions and unites our schools in a common purpose. We aim to create a culture where success is a shared experience, every child enjoys a rich and relevant curriculum, and all pupils are supported to achieve their full potential, regardless of background.

Candidates interested in joining the Trust are encouraged to explore our vision and values to ensure they align with their own ethos and long-term aspirations.



About The School

On behalf of all the children, staff and governors at West End Academy, I would like to thank you for your interest in joining us.

Since I joined the school in September 2014, all the staff have worked hard to improve the learning experiences for our children. We are a very ambitious team and we all want the best for the children.



We have been recognised by Ofsted as a good school with outstanding features but we don't want to stop there. We recognise that we can do more and we are working hard, with the support and challenge of Waterton Academy Trust, to ensure that the school continues to improve on its journey to outstanding.

One of the strengths of the academy is the school's senior leadership team. Recognised as outstanding by Ofsted, the team shows a continued drive to develop the staff who work at the school.

In an ever-changing profession, the senior leadership team aim to support staff on reflecting and improve their practice. Timetabled support is given to ensure that staff members feel that they always have the opportunity to hone and sharpen their practise. Staff who have started their teaching careers at West End praise the school's leadership team as they recognise the time that has been given to support them in the early stages of their career.

Another one of the academy's strengths is the children's behaviour. Also recognised as outstanding by Ofsted, children show fantastic attitudes to their learning. The school is a calm and happy place to learn.

West End Academy is a school which is committed to providing a stimulating, creative environment so that all our children enjoy learning, make outstanding progress and reach their potential. By offering a rich and diverse curriculum, we are constantly striving to provide high quality learning opportunities which engage, challenge and inspire all our pupils. Displays around school proudly show off our work in these subjects. It is our aim that children leave West End with a well-rounded education that equips them expertly for life at secondary school.

Mr C Johnson
Headteacher



West End Academy is a slightly smaller than average primary school located in the former mining village of Hemsworth. The percentage of disadvantaged children and the school deprivation indicator are slightly higher than the national average. Almost all of our children are from a White British background. The proportion of SEN children is broadly in line with the national average.



Ofsted's last Section 8 inspection, which took place in November 2024, judged that the academy continued to be good. The last Section 5 visit was in May 2015. Overall, the academy was judged to be a good school with outstanding behaviour and outstanding leadership and management. Here are some quotes from the report.

- The school is very calm and orderly. Pupils have extremely positive attitudes to learning. They work hard and are keen to do well. Most are resilient and persevere with challenging tasks. Pupils of all ages cooperate well to share resources and to complete collaborative tasks. Their conduct is exemplary and they are friendly and polite.
- Staff say that leaders provide an appropriate balance of support and challenge. They have many opportunities for professional development and could give examples of how it has improved their teaching. They especially value the opportunities they have to support each other and to visit other schools.
- Pupils speak with enthusiasm about the opportunities that school life offers. They enjoy a wide range of subjects and say that visitors and educational visits enhance their work by 'bringing learning to life'. Many enjoy the wide range of sporting opportunities and after-school clubs. Pupils are encouraged to take on a range of additional responsibilities, and some explained how they support others by being part of the 'Top Team'.

The academy aspires to be an outstanding school and we have extremely high expectations for all of our children. The academy will continue to evaluate and adapt to ensure the quality of teaching is outstanding at the next Section 5 inspection. We have put challenging targets in place for this academic year. These targets include focussing on improving the progress that our children make during their time in Key Stage 2.

From July 2018, the school has been sponsored by Waterton Academy Trust. We recognise the importance of working with others and there are plenty of opportunities for staff to do this within the trust. This allows the school to grow further on its journey to outstanding

Since joining the academy as an NQT, the school has provided me with outstanding support and training from day one to develop my confidence and capabilities. The working ethos, dedicated staff and friendly atmosphere creates the perfect environment and motivation to develop your career aspirations.

Samantha, Teacher



Why Choose West End?

We are a close community who care for each other and value everyone's contribution. We have children who behave well and try their hardest at all times.

Our parents and carers are very supportive and contribute positively to school life. Our Governors are committed and support staff in achieving the very best outcomes. We are able to call upon expertise from across the trust. Colleagues collaborate and share best practice through many network groups.



Our Pupils

Waterton Academy Trust serves communities with some of the highest levels of deprivation in the region, and in the country. In response, we place children's well-being, voice, and enrichment at the very heart of our work. We believe that every pupil, regardless of background, should feel the full benefit of belonging to a trust that puts their experience of school first.

Pupil voice is not just encouraged - it's embedded in our decision-making. Our elected Children's Parliament meets regularly with the CEO and Headteachers, sharing their views and shaping priorities for improvement. Their efforts were recognised nationally, receiving a letter of commendation from former Prime Minister Theresa May.

Beyond the classroom, we create rich and joyful experiences that promote creativity, confidence, and healthy living. Our roaming art gallery, Waterton's Got Talent, and Waterton Young Chef of the Year celebrate the diverse talents of our pupils, while our annual MATlympics and extensive sports offer promote inclusion, teamwork, and well-being.

These experiences are not just events; they are integral to our mission—ensuring that every child in a Waterton school is heard, celebrated, and empowered to thrive.

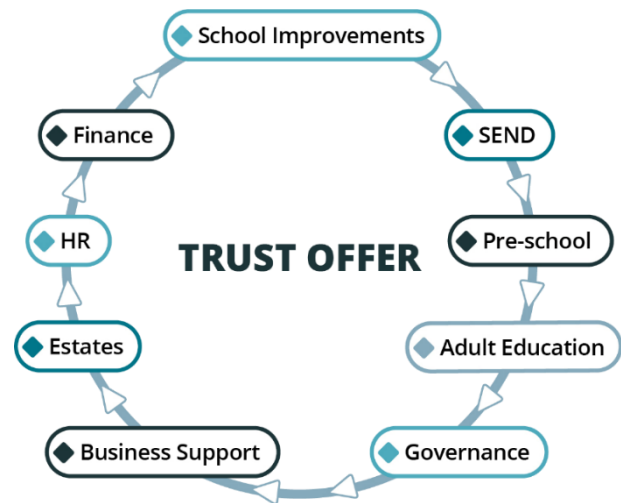


Trust Offer

At Waterton Academy Trust, we are proud to provide a consistent, high-quality offer that enables every school - regardless of size, Ofsted rating, or context - to thrive. Our Trust Offer ensures that all academies benefit from the same comprehensive package of educational and operational support, tailored to meet individual school needs while remaining accessible to all.

This offer is underpinned by our belief that school leaders should be able to focus their time and energy on what matters most: delivering excellent teaching and learning. By reducing operational burdens and providing high-quality, evidence-informed school improvement support, we create the conditions in which pupils and staff can flourish.

Our investment in a strong and expert central team means that every school can draw upon specialist support in areas such as safeguarding, governance, curriculum, finance, HR, IT, estates, marketing, and data protection. This support is complemented by access to legal advice and professional development, including high-impact CPD, leadership development, and coaching.



The Trust Offer is more than a service package - it's a reflection of our values. It supports excellence, equity, and collaboration across all Waterton schools, enabling leaders to deliver the very best for their pupils, every day.

To read about impact in 2025, please read our annual report to stakeholders on the Trust website.

<https://www.watertonacademytrust.org/academies/trust-performance/>

Job Description – Teaching Assistant

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| Job Title | SEND Learning Support Practitioner |
| Reporting to | Executive Headteacher / Head of School |
| Grade | Grade 4 SCP 5-6 |

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| Main Purpose | <ul style="list-style-type: none"> • To assist with the supervision of pupils ensuring their safety and access to learning. • To prepare the classroom as directed for lessons and to clear afterwards. • To assist with the display of work. • To report to the teacher or line manager any pupil problems or behavioural difficulties in accordance with Trust/school policy. • To report to the teacher or line manager on pupil progress and achievements in accordance with Trust/school policy. • To assist the teacher or line manager by contributing as directed to a pupils' individual behaviour/education plan. • To provide or gather routine information to or from parents/carers under the direction of the teacher or line manager. • To provide general support with learning activities to enable pupils to understand instructions and to ensure they remain on task. • To assist with the maintenance of equipment and resources. • To assist pupils in using resources, e.g. ICT. • To assist with the supervision of pupils outside of lesson times, including before and after school and at lunchtimes. These duties shall be undertaken within the postholder's contractual hours. • To participate in school visits, assisting with activities as required • To undertake routine clerical duties including bulk photocopying and assisting with lunch orders. • Other duties commensurate with the grade of the post as directed by the Headteacher |
| Additional Duties | The duties and responsibilities highlighted in this Job Specification are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis. |
| Expectations of All Employees | <ul style="list-style-type: none"> • Represent and promote Waterton Academy Trust values internally and externally • Ensure that all stakeholders receive an excellent customer service experience in all dealings with you and with Waterton Academy Trust • Deliver your day-to-day duties consistently with the agreed service level • Actively promote and act, at all times, in accordance with Trust policies, e.g. Code of Conduct, Health and Safety, Equal Opportunities and Safeguarding • Make a commitment and contribution to the overall ethos and values of the trust, upholding these in all activities connected with the role • Undertake other duties commensurate with the job level • Promote high standards of personal professional conduct in |

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| | accordance with the Trust Employee Code of Conduct |
| Additional Information | The post involves some direct impact on the well-being of pupils through undertaking tasks or duties related to the post. |
| Working Conditions | <p>The post holder may be subject to some exposure to disagreeable or unpleasant people related behaviour.</p> <p>The post involves contact with people which through their circumstances or behaviour occasionally places emotional demands on post holder.</p> <p>The nature of the post may involve periodic requirements for considerable effort, e.g. lifting or carrying of children.</p> |
| Characteristics of the Post | <p>Employees are encouraged to participate in training activities in order to enhance their own personal development.</p> <p>The employment checks are required:</p> <ul style="list-style-type: none"> • Evidence of entitlement to work in the U.K. • Evidence of essential qualifications – see job specification • Two satisfactory references • Confirmation of medical fitness for employment • Registration with appropriate bodies (where applicable) <p>The following employment checks are required for those positions which are based in a school or working with vulnerable young people and adults: Evidence of a satisfactory safeguarding check e.g. DBS check at the relevant level.</p> |

Th June

Person Specification – Teaching Assistant

AF: Application Form

CQ: Certificates/Qualifications

I: Interview

OT: Occupational Task

P: Presentation

R: Reference

| Qualifications | Essential | Desirable | Assessed |
|--|-----------|-----------|----------|
| Level 2 Maths and Literacy or willingness to work towards | X | | AF |
| Level 3 Teaching Assistant Apprenticeship (or equivalent level 3 qualification in a related area) or willingness to work towards | X | | AF |
| Support Work in Schools (S.W.I.S) Level 2 | | X | AF |
| Supporting pupils with S.E.N Level 2 or 3 qualification | | X | AF |
| Experience | Essential | Desirable | Assessed |
| Working or caring for children | | X | AF/I |
| Abilities, Skills, Knowledge | Essential | Desirable | Assessed |
| Good numeracy/literacy skills | X | | AF/I |
| Appropriate knowledge of First Aid | | X | AF/I |
| Use of Technology e.g. ICT | | X | AF/I |
| Child Protection issues Health, Safety & Security issues | | X | AF/I |
| Data Protection issues | | X | AF/I |
| Physical Skills | Essential | Desirable | Assessed |
| Effective use of learning materials and resources | X | | I |
| Personal Attributes | Essential | Desirable | Assessed |
| Ability to plan effective actions for pupils at risk of underachieving | X | | I |
| Ability to self-evaluate learning needs and actively seek learning opportunities | X | | I |
| Ability to relate well to children and adults | X | | I |
| Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these | X | | I |
| Suitability to work with children and young people | Essential | Desirable | Assessed |
| Satisfactory DBS disclosure and standard Trust pre-secondment checks | X | | AF, R, I |
| Ability to work in a way that promotes the safety and well-being of learners | X | | AF, R, I |

Next Steps

For further information about the opportunity please contact the school office on 01924 967617 or westendadmin@watertonacademytrust.org

To Apply

Please submit applications via My New Term.

Selection Timeline

Closing Date: Friday 26th June 2026 - midday

Shortlisting: Monday 29th June 2026

Interviews: Week commencing Monday 6th July 2026

Start Date: September 2026

Waterton Academy Trust is wholly committed to ensuring children and young people are fully supported and safe. We are dedicated to the safeguarding of all children and young people whilst promoting their welfare and expect all staff and volunteers to share this responsibility. An enhanced DBS check is required for the successful candidate, this process is completed by an online third party company. The position is also subject to two satisfactory references. Shortlisted candidates will be asked to provide details of any unspent convictions and those that would not be filtered, prior to the date of interview. We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on request. Waterton Academy Trust is wholly committed in ensuring that all employees, future employees and applicants are treated equally regardless of age, disability, gender reassignment, marriage and civil partnership, maternity, race, religion and belief, sex and sexual orientation.

It is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children.