



# St. George's CE Primary Academy Newtown



## Teaching Assistant Apprentice

To start September 2025

Salary – National wage for apprentices during year 1 and Real Living Wage thereafter until the end of the apprenticeship

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## Welcome

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We are seeking to recruit an enthusiastic and dedicated Apprentice Teaching Assistant to join the team at St. George's CE Primary Academy, Newtown. This is an exciting opportunity for someone looking to begin a career in education while gaining valuable qualifications and practical experience within a supportive and nurturing school environment.

This role is ideal for an individual who has a genuine passion for working with children and helping them to achieve their full potential. Inspired by our vision of enabling every child to flourish, you will play an important role in supporting pupils' learning, wellbeing, and personal development, both in and beyond the classroom.

Throughout your apprenticeship, you will receive high-quality training and mentoring from experienced staff, developing the knowledge, skills, and confidence needed to become an effective Teaching Assistant. You will gain a strong understanding of the primary curriculum and learn how to support teaching and learning in ways that engage, encourage, and inspire children of all abilities.

At St. George's, we believe in recruiting for character as well as potential. We are looking for someone who is hardworking, reliable, and motivated to learn; someone who enjoys working as part of a team and is committed to making a positive difference to the lives of children and families within our diverse Newtown community. In return, we will provide the guidance, support, and opportunities you need to develop and thrive throughout your apprenticeship.

Working alongside experienced teachers and support staff, you will help create a positive and inclusive learning environment where all pupils can succeed. Your role may include supporting learning in the classroom, working with individual pupils or small groups, assisting with educational activities, helping to promote positive behaviour, and contributing to wider school life through events, trips, clubs, and enrichment opportunities.

This is a fantastic opportunity to gain nationally recognised qualifications while building practical experience and making a meaningful contribution to a vibrant and caring school community.

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## About St. George's CE Primary Academy

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### About

St. George's CE Primary Academy, located in the heart of Newtown, Birmingham, is a welcoming and inclusive school for children aged 4–11. As part of the Birmingham Diocesan Multi-Academy Trust, we are committed to delivering high-quality education within a strong Christian framework.

Our school serves a diverse community and warmly welcomes children of all faiths and backgrounds. We work in close partnership with parents, carers, the local church, and the wider community to ensure every child thrives. Our dedicated staff provide a broad, engaging curriculum that supports pupils' academic achievement while fostering their personal, social, and spiritual development.

### Vision and Values

At St. George's, our vision is rooted in the Christian belief that every child should experience "life in all its fullness" (John 10:10). We are committed to nurturing each pupil academically, spiritually, and

socially within a caring and inclusive community, where God’s love inspires hope, dignity, and ambition for the future.

Our values are centred on our Christian ethos and are captured through our “Growing together in Newtown” vision. These values include:

- Taking every opportunity
- Opening hearts and minds
- Growing in confidence and independence
- Enriching and inspiring others
- Thoughtfulness and forgiveness
- High aspirations
- Engagement with our community
- Reaching out to God and to one another

Together, these values shape a culture where all members of the school community are supported to flourish and succeed.

### **Ofsted**

The most recent Ofsted inspection in November 2024 recognised St. George’s as a Good school across all key areas, including quality of education, behaviour and attitudes, personal development, leadership and management, and early years provision.

Inspectors highlighted the school’s positive learning environment, strong leadership, and commitment to supporting pupils’ development. This reflects the dedication of staff and the strong sense of community that underpins daily life at St. George’s.

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### **About Birmingham Diocesan Multi-Academy Trust (BDMAT)**

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The Birmingham Diocesan Multi-Academy Trust (BDMAT) is a collaborative network of schools in Birmingham, dedicated to providing high-quality education within a supportive and inclusive Christian ethos environment. The Trust encompasses a variety of academies from across three local education authorities – Birmingham, Solihull and North Warwickshire. Each school – 18 primaries and 1 secondary - retains its unique character and ethos while adhering to the overarching values of BDMAT, which include promoting "Life in all its fullness," success, and positive wellbeing for all students. BDMAT schools work together on leadership, curriculum design, teaching, and pastoral support, ensuring a holistic approach to education.

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### **Your Qualities**

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You will be someone who enjoys working with children and helping them to learn, grow, and achieve their best. Bringing enthusiasm, positivity, and a caring approach to everything you do, you will help create a welcoming and inclusive environment where every child feels valued and supported.

You will be hardworking, reliable, and eager to learn, with the confidence to build positive relationships with pupils, staff, and families. You will take pride in supporting children’s academic, social, and emotional development and gain satisfaction from seeing them develop new skills, grow in confidence, and enjoy their learning.

We are looking for someone who is patient, compassionate, and committed to making a difference in the lives of young people. You will be creative and adaptable in your approach, willing to embrace new challenges and develop the knowledge and skills required to become an outstanding Teaching Assistant.

Most importantly, you will share our belief that every child can flourish when given the right support, encouragement, and opportunities. You will be keen to learn from experienced colleagues, contribute positively to our school community, and take the first steps towards a rewarding career in education.

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### **What you'll get from working at St. George's**

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At St. George's CE Primary Academy, we are committed to helping every member of our team develop and thrive. We invest in training, mentoring, and professional development, ensuring that everyone has the opportunity to grow their skills, realise their potential, and make a meaningful contribution to our school community.

Through this apprenticeship, you will benefit from a structured programme of training tailored to support your development as a Teaching Assistant. You will work towards a nationally recognised qualification while gaining valuable hands-on experience in a primary school setting.

You will receive regular support from your apprenticeship training provider, with dedicated off-the-job training forming an important part of your apprenticeship journey. This will help you develop the knowledge, skills, and behaviours required to successfully complete your apprenticeship and build a strong foundation for a career in education.

We will also provide training in key areas such as safeguarding, health and safety, first aid, behaviour support, and inclusive practice. Throughout your apprenticeship, you will be supported by experienced teachers and teaching assistants who will provide daily guidance, encouragement, and opportunities to learn from excellent practice.

Above all, you will gain invaluable real-world experience, develop a portfolio of recognised qualifications, and open the door to future career opportunities within education. Most importantly, you will make a genuine difference to the lives of children and families as a valued member of the St. George's team.

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### **Job Description**

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#### **Purpose of this role:**

As a **Level 3 Teaching Assistant Apprentice**, you will work alongside teachers and support staff to help create a positive, safe, and engaging learning environment where every child can flourish. Under the guidance of experienced colleagues, you will support pupils' academic, social, emotional, and spiritual development, helping them to overcome barriers to learning and achieve their full potential.

This apprenticeship provides an excellent opportunity to develop the knowledge, skills, and behaviours required to become an effective Teaching Assistant while gaining a nationally recognised qualification. You will play an important role in supporting teaching and learning across the school, contributing to the wider life of the academy and helping to ensure that all children are valued, included, and encouraged to succeed.

#### **Level 3 Teaching Assistant Apprentice Responsibilities**

- Assist in creating a positive, inclusive, and stimulating learning environment where children feel safe, supported, and ready to learn.

- Support the delivery of high-quality teaching and learning activities under the direction of teachers and other school leaders.
- Work with individual pupils and small groups to reinforce learning, develop confidence, and encourage independence.
- Provide additional support for pupils with special educational needs and disabilities (SEND), those with additional learning needs, and pupils requiring targeted interventions.
- Help pupils develop positive attitudes to learning, resilience, self-esteem, and appropriate behaviour.
- Support the preparation, organisation, and maintenance of classroom resources, displays, and learning environments.
- Assist with the assessment and recording of pupil progress as directed by teaching staff.
- Promote the safeguarding, welfare, and wellbeing of all pupils, following school policies and procedures at all times.
- Support pupils during educational visits, enrichment activities, school events, worship, and extracurricular opportunities as appropriate.
- Assist with the supervision of pupils during breaktimes, lunchtimes, transitions, and other parts of the school day when required.
- Contribute to the wider life of the school by supporting events, celebrations, performances, and community activities.
- Build positive and professional relationships with pupils, staff, parents, and carers.
- Maintain high standards of professionalism, confidentiality, and conduct in line with academy expectations.
- Undertake administrative tasks and other duties appropriate to the role as directed by your line manager.
- Engage fully with all apprenticeship training, assignments, reviews, and assessments.
- Participate in school meetings, professional development activities, and training opportunities as required.
- Take responsibility for your own professional development and work towards the successful completion of the Level 3 Teaching Assistant Apprenticeship Standard.

### **What Success Looks Like**

By the end of your apprenticeship, you will have developed the skills and confidence to:

- Support high-quality teaching and learning across a primary school setting.
- Build positive and productive relationships with children that help them thrive.
- Contribute effectively to pupils' academic, personal, and social development.
- Adapt your support to meet the needs of different learners.
- Work collaboratively as part of a professional school team.
- Demonstrate the knowledge and behaviours expected of a skilled Teaching Assistant.

- Successfully achieve your Level 3 Teaching Assistant qualification and be well prepared for a rewarding career in education.

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## **Person Specification**

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### **Knowledge and Understanding**

- An understanding of the importance of education in helping children to achieve their full potential.
- An appreciation of how children learn and develop, and the factors that can affect learning, wellbeing, and achievement.
- A commitment to supporting the academic, social, emotional, and personal development of all children.
- An understanding of the importance of inclusion and equality of opportunity for every pupil.
- A willingness to develop knowledge of the primary curriculum and effective teaching and learning practices.
- A commitment to safeguarding and promoting the welfare of children and young people.
- A desire to contribute positively to the values, ethos, and Christian vision of the school.

### **Experience**

- Experience of working with, caring for, supporting, or leading activities for children and young people in any capacity (school, youth, sports, church, voluntary or community settings).
- Experience of working collaboratively as part of a team.
- Experience of volunteering with primary-aged children (desirable).
- Experience of supporting learning, mentoring, coaching, or leading activities for children and young people (desirable).

### **Qualifications**

- GCSE Grade 4/C or above in English and Mathematics (essential), or a willingness to achieve the required standards as part of the apprenticeship programme where applicable.
- A good standard of general education.
- Relevant qualifications, training, or experience related to working with children and young people (desirable).

### **Skills and Attributes**

- A genuine passion for working with children and helping them to succeed.
- A positive, caring, and patient approach when supporting pupils.
- Strong communication and interpersonal skills, with the ability to build positive relationships with children, staff, parents, and carers.
- A willingness to learn, develop professionally, and embrace new challenges.
- Good organisational skills, with the ability to manage time effectively, meet deadlines, and maintain high standards of professionalism.

- The ability to work effectively as part of a team and follow the direction of teachers and other school leaders.
- The ability to use initiative appropriately whilst recognising when support or guidance is needed.
- Reliability, punctuality, and a strong work ethic.
- A commitment to maintaining confidentiality and professional boundaries.
- The enthusiasm, compassion, and determination to make a meaningful difference to the lives and life chances of children and young people.
- A commitment to the values, vision, and ethos of St. George's CE Primary Academy.

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### **Applicant Personal Statement**

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In no more than **1,000 words (or two sides of A4)**, please tell us about yourself and respond to the following questions:

1. What has inspired you to pursue a career in education, and why are you interested in becoming a Teaching Assistant?
2. At St. George's, we believe every child deserves the opportunity to flourish. What does this mean to you, and how would you help children feel valued, included, and supported in school?
3. Describe any experience you have of working with, caring for, leading, or supporting children and young people. What did you learn from this experience about yourself and about working with others?
4. Teaching Assistants play an important role in helping children overcome barriers to learning and achieve their potential. How would you encourage and support a child who was struggling with their confidence, behaviour, or learning?
5. This apprenticeship requires a commitment to learning, teamwork, and personal development. What strengths, qualities, and experiences would you bring to the role, and why do you believe you are well suited to this opportunity?

### **Guidance for Applicants**

We are not looking for candidates who have all the answers or extensive experience in schools. We are interested in understanding:

- What motivates and inspires you.
- Your passion for supporting children and young people.
- Your values and moral purpose.
- Your willingness to learn and develop.
- Your ability to build positive relationships and work as part of a team.
- The qualities that would help you make a positive difference to the lives of children and families.

We encourage you to use examples from school, work, volunteering, family responsibilities, community involvement, faith groups, clubs, sports, or other life experiences to support your answers.