



Holy Trinity

Church of England Primary Academy



1:1 Inclusion Support Teaching Assistant Job Description

At Holy Trinity Church of England Primary Academy, we believe every child deserves to be known, valued, and cared for. Rooted in our Christian ethos and guided by our Latin motto *cura personalis*—care for the whole person— we are seeking a compassionate and skilled **1:1 Inclusion Support Teaching Assistant** to support a pupil with additional needs and help them thrive in our inclusive and aspirational learning environment.

Situated on the northern fringe of Handsworth, our school is a place of ambition and refuge. We serve a vibrant community with pride, celebrating the unique stories and strengths of every child and family. Our values—Community, Aspiration, Respect, and Excellence—are not just words; they shape every lesson, every interaction, and every decision.

About the Role

We are looking for a Teaching Assistant who will:

- Provide dedicated 1:1 support for a pupil with special educational needs (SEND).
- Deliver tailored interventions and help implement individual learning plans.
- Foster a safe, nurturing, and stimulating environment that supports the child's academic, emotional, and social development.
- Work closely with teachers, SENDCo, and external professionals to ensure consistent and effective support.
- Contribute to a culture of high expectations, compassionate care, and inclusive practice.

We are looking for someone who:

- Has proven experience working with children with SEND, particularly in a 1:1 capacity.
- Has values that align with the ethos of a Church school.
- Has a strong understanding of how children with additional needs learn and develop.
- Is patient, empathetic, and skilled in building trusting relationships with children.
- Is adaptable and able to respond to the changing needs of the pupil.
- Has excellent communication skills and a secure grasp of English and Maths.
- Is committed to nurturing the whole child—intellectually, emotionally, socially, and spiritually.
- Understands the importance of strong communication with parents and carers as partners in each child's journey.

We can offer:

- A school community grounded in Christian values and inclusive practice.
- A supportive and collaborative staff team.
- Pupils who are enthusiastic, confident, and full of potential.
- Opportunities for professional growth and meaningful impact.
- An opportunity to make a lasting difference in the life of a child.

Holy Trinity CE Primary Academy is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to a satisfactory Disclosure and Barring Service (DBS) enhanced disclosure certificate. Holy Trinity CE Primary Academy is committed to safeguarding and promoting the welfare of children and young people.

This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent spoken English is an essential requirement for this role.

1. Job Purpose

To provide 1:1 support for a pupil with SEND, working closely with teaching staff and professionals to enable access to learning and personal development.

2. Duties and Responsibilities

Support for pupils

- Provide consistent 1:1 support tailored to the pupil's individual needs.
- Deliver targeted interventions and contribute to Individual Education Plans (IEPs).
- Support the pupil's literacy, numeracy, social and emotional development.
- Foster positive relationships and contribute to the pupil's health and wellbeing.
- Support pupils with specific needs including sensory, cognitive, emotional, and communication difficulties.
- Provide support for bilingual/multilingual pupils where appropriate.

Support for Teachers

- Collaborate with the class teacher and SENDCo to deliver learning activities and monitor progress.
- Contribute to classroom observations to help build individual profiles.
- Assist in maintaining pupil records and tracking progress targets.
- Curate and maintain a purposeful learning environment that enables the pupil to thrive.
- Provide general administrative support (e.g. preparing resources, organising materials).
- Communicate effectively with parents and carers, recognising the vital role they play in the child's development.
- Attend parent consultations and contribute to discussions around pupil progress.

Support for the school

- Promote teamwork and build relationships with professionals and families.
- Participate in curriculum and staff meetings.
- Support school life including Parents' Workshops and school-wide duties.
- Uphold the school's Christian ethos and contribute to its vision and aims.

Support for the curriculum

- Promote and safeguard the welfare of children and young people, ensuring that every child feels safe, supported, and empowered.
- Help deliver our aspirational curriculum, which is designed to spark curiosity, deepen understanding, and prepare pupils to flourish in a changing world.
- Contribute to a learning experience shaped by our curriculum drivers:
 - **Windows** – enabling children to see into the lives, cultures, and experiences of others, fostering empathy and global awareness.
 - **Mirrors** – helping children see themselves reflected in the curriculum, affirming identity, voice, and belonging.
 - **Doors** – opening up opportunities for children to step into new experiences, challenges, and aspirations beyond their immediate environment.
- Adhere to Health and Safety regulations and actively participate in professional development to grow in your role.
- Model personal integrity, professionalism, and the values of Holy Trinity in all interactions.
- Attend staff meetings and parents' evenings, contributing to the wider life and mission of the school.
- Carry out any other duties commensurate with the role to ensure the smooth running of the school.

This post is much more than a job—it is a calling. If you believe in the power of education to transform lives and want to be part of a team that challenges postcode-based disadvantage with excellence and care, we would love to hear from you.

This is Handsworth. This is the Holy Trinity way.