

**Step 1 of 3**  
**Vacancy Details**

Vacancy Title*	Apprentice Teaching Assistant
Vacancy Reference Number	Apprentice Sept 2026
Employer Name	Beacon Hill Academy
Vacancy Short Description*	Apprentice Teaching Assistant required to work with students between the ages of 2-19 years who have a range of severe and profound learning and physical difficulties.
Vacancy Full Description*	<p>We wish to appoint an enthusiastic, flexible and professional teaching assistant apprentice to provide learning support for pupils, under the guidance of a Class Teacher/HLTA.</p> <p>This is a unique opportunity to gain experience of working in an outstanding special needs academy. Whilst working at Beacon Hill you will work towards a Level 3 Teaching Assistant apprenticeship with the support of Chelmsford College tutors.</p> <p>As well as working towards your apprenticeship you will be offered training in various areas, such as hoisting, manual handling, administering medication, tube feeding and specialised care procedures.</p>
Weekly Wage £*	Apprentice hourly rate £8.00
Working Week*	5 days per week 8:45-3:30 Term-time only One day college leave
Future Prospects	Our previous apprentices have gone on to be offered employment in various careers, including teaching, nursing, nursery nursing and personal care assistant.
Contact Name (For Support Use)	David Cornwell (Chelmsford College)

**Step 2 of 3**  
**Employer and Learning Provider Details**

Employer Description*	Beacon Hill is a special needs Academy for students aged 2-19 years with a range of physical, neurological and learning difficulties.	
Employer Website	<a href="http://www.beaconhill.thurrock.sch.uk">www.beaconhill.thurrock.sch.uk</a>	
Address	Erriff Drive South Ockendon Essex RM15 5AY	Buxton Road Grays Essex RM16 2YJ
Number of Vacancies*	1	
Job Role Apprenticeship	Teaching Assistant Apprenticeship	
Vacancy Type	Apprentice Teaching Assistant	
Training to be Provided	Level 3 teaching Assistant apprenticeship standard	
Expected Apprenticeship Duration	18-21 months	

**Step 3 of 3**  
**Candidate Details**

Skills required	<p>All successful candidates must be able to:</p> <ul style="list-style-type: none"> <li>• Work with individuals or small groups of children under the direction of teaching staff.</li> <li>• Establish positive relationships across the Academy</li> <li>• Implement planned learning activities/teaching programmes as agreed with the teacher, including swimming.</li> <li>• Promote positive pupil behaviour in line with school policies and help keep pupils on task.</li> <li>• Carry out specialised care procedures, including intimate care.</li> <li>• To respect confidentiality at all times and being aware of safeguarding policies and procedures.</li> <li>• Participate in evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour.</li> </ul> <p>Also see job description and person specification, available from the Academy</p>
Personal Qualities	<ul style="list-style-type: none"> <li>• Ability to enthuse others and ensure learning is fun</li> <li>• Ability to work under pressure and follow directions</li> <li>• Self-motivated and personable, capable of working both as part of a team and independently.</li> <li>• Good communicator both written and oral.</li> <li>• IT literate.</li> <li>• Ability to contribute to effective record keeping</li> <li>• Contributing to off-site activities</li> </ul>
Qualifications Required	GCSE Maths and English (A-C or 9-4)
Reality Check	<p>The successful applicant will be required to have:  an enhanced DBS check carried out.  2 good references  and the post is subject to a satisfactory 6-month probation period.</p>
Supplementary Application Form Questions (2) Mandatory	Beacon Hill Academy is a split site school. This vacancy is likely to be for the South Ockendon site, but all employees are expected to be able to work at both the South Ockendon site and the Grays site if required.
Closing Date	Monday 22 <sup>nd</sup> June 2026
Interview Date	Thursday 25 <sup>th</sup> June 2026
Possible Start Date	September 2026