



Headteacher – Mrs Alana Snowden

“Enjoy, Achieve...Flourish”

Higher Level Teaching Assistant (HLTA)

To support our continued drive for excellence and to ensure the very best outcomes for our children, we are delighted to invite applications for a Higher Level Teaching Assistant to join our dedicated and nurturing team.

This is a rewarding and dynamic role where you will take an active lead in children’s learning. You will confidently cover classes across Key Stage 2, plan and deliver high-quality learning sessions, and work in close partnership with teachers to ensure all pupils are supported, challenged and inspired to succeed.

You will be part of a committed and highly skilled staff team that delivers a creative, inclusive and purposeful curriculum. We are proud to provide an environment where children feel safe, valued and empowered to become independent, resilient learners.

The role will include:

- Covering classes across KS2, maintaining high expectations for learning and behaviour
- Planning and delivering engaging, purposeful lessons and intervention sessions
- Contributing to assessment for learning and adapting provision to meet pupil needs
- Working collaboratively with teachers and leaders to support consistency across the school
- Actively engaging in CPD as a valued member of the teaching team
- Receiving allocated PPA time to support planning and preparation

We are looking for someone who:

- Is an experienced HLTA or highly skilled teaching assistant ready for the next step
- Demonstrates strong classroom practice and the confidence to lead whole-class learning
- Has high expectations for every child and a commitment to inclusive practice
- Is reflective, proactive and eager to develop professionally
- Shares our commitment to creating a calm, purposeful and inspiring learning environment

In return, we offer:

- A supportive and collaborative staff team with a strong sense of purpose
 - High-quality CPD and professional development opportunities
 - A culture that values staff wellbeing and professional growth
 - Opportunities to contribute to wider school life, including enrichment and curriculum
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Hampsthwaite Church of England Primary School

Church Lane, Hampsthwaite, HG3 2EZ

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POST:

Higher Level Teaching Assistant (HLTA)

GRADE:

Grade F Scale 8-13

RESPONSIBLE TO:

Headteacher and Assistant Headteacher

STAFF MANAGED:

None

JOB PURPOSE:

To work collaboratively with teaching staff to deliver high-quality learning across Key Stage 2. This includes planning and delivering lessons, covering classes, and providing targeted support for individuals and groups to ensure strong progress for all pupils.

The role involves leading whole-class learning, implementing effective routines, and contributing to assessment, feedback and next steps. You will create a calm, purposeful and engaging environment where pupils feel safe, supported and motivated to learn.

As a valued member of the teaching team, you will actively engage in professional development and contribute to the wider life of the school. The role includes allocated PPA time to support planning, preparation and assessment.

ACCOUNTABILITIES / MAIN RESPONSIBILITIES

Teaching & Learning

- Plan and deliver high-quality lessons and learning experiences across KS2 in line with the school curriculum
 - Cover classes, maintaining high expectations for learning, behaviour and presentation
 - Adapt teaching to meet the needs of all learners, including those with SEND
 - Use assessment for learning to monitor progress and inform next steps
 - Provide targeted support for individuals and groups to close gaps and extend learning
 - Establish and maintain clear routines and consistent expectations
 - Promote independence, resilience and positive attitudes to learning
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Communication

- Work closely with teachers, leaders and support staff to ensure consistency and high standards
 - Communicate effectively with pupils, parents/carers and other professionals
 - Contribute to meetings, including team discussions and CPD sessions
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Sharing Information

- Provide clear and constructive feedback to teachers on pupil progress and engagement
 - Maintain accurate records where required
 - Respect confidentiality and professional boundaries at all times
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Safeguarding and Promoting the Welfare of Children/Young People

- Promote and safeguard the welfare of all pupils in line with school policies and statutory guidance
 - Provide support for pupils' wellbeing, encouraging independence and positive relationships
 - Raise any safeguarding concerns promptly and appropriately
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Administration/Other

- Prepare resources and learning environments to support high-quality teaching
 - Support assessment processes and statutory/internal testing where required
 - Contribute to wider school activities, including enrichment opportunities where appropriate
 - Participate fully in appraisal, training and professional development
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Health & Safety

- Follow all health and safety procedures and contribute to a safe working environment
- Support risk management within the classroom and wider school

Data Protection

- Comply with Trust policies relating to data protection, confidentiality and information security

Equalities

- Promote inclusion and equality of opportunity for all pupils
- Support a respectful and inclusive school culture

Flexibility

- Work flexibly in response to the needs of the school, in line with the responsibilities of the role

PERSON SPECIFICATION

Higher Level Teaching Assistant (HLTA)

Essential upon appointment	Desirable upon appointment
Knowledge: - Secure understanding of KS2 curriculum and learning - Understanding of how children learn and develop - Awareness of inclusive practice and SEND	- Strong knowledge of assessment and feedback strategies - Understanding of behaviour regulation approaches
Experience: - Experience	- Experience planning and delivering lessons - Experience covering whole classes
Occupational Skills:	- Effective use of ICT to support learning
Qualifications: - HLTA status or equivalent experience -	- Relevant Level 4+ qualification or degree
Personal Qualities: - Positive, proactive and reflective - Ability to work collaboratively as part of a team - High expectations for all pupils - Flexibility and resilience	
Other Requirements: - Commitment to safeguarding and school ethos	

- **Commitment to CPD**
- **Ability to build positive**

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