Thomas's
CLAPHAM

Part-Time 1:1 Learning Support Assistant

(25 hours each week over four or five days)

January 2027 start

For further details please go to the
Thomas's London Day Schools website:
thomas-s.co.uk/join-our-team or e-mail
vstanton@thomas-s.co.uk

thomas-s.co.uk



Application Details

We seek to appoint an inspirational Part-time 1:1 Learning Support Assistant.

The successful candidate should have experience helping children with their emotional regulation and social communication skills. Thomas's Clapham is part of a flourishing, family-run group of independent, co-educational day schools offering a broad and innovative curriculum, with high academic standards.

For further details go to the Thomas's London Day Schools website:
thomas-s.co.uk/join-our-team
or email:
vstanton@thomas-s.co.uk

Our website **www.thomas-s.co.uk** contains detailed information about Thomas's London Day Schools in general and Thomas's Clapham in particular. It will give an insight to our values, ethos, facilities, curriculum and community.

Competitive salary and conditions are offered.

Applications to be considered on receipt and the school reserves the right to make an appointment before the deadline so early applications are advised.

Start date:
January 2027

Benefits

- Continuous Professional Development opportunities
- Employee Assistance Programme - offering a wide range of benefits to support employee physical, mental and financial health needs
- Group Personal Pension Plan, administered by Aviva. The employer contribution is set at 5% of salary with the default employee contribution set at 3% of salary.
- Death in Service Benefit
- Salary Exchange Pension Scheme
- Group Income Protection
- Free Daily school meals during term time
- Cycle to work scheme

Safeguarding

Thomas's London Day Schools are committed to safeguarding the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment and work in accordance with our child protection policies and procedures. All posts are subject to screening appropriate to the post including checks with past employers and the DBS service. The school will undertake online searches on shortlisted applicants and may require applicants to provide details of their online profile, including social media accounts. For details of the checks which will be undertaken as part of our recruitment process, please see our Safer Recruitment Policy which can be found here www.thomas-s.co.uk/ policies/ under the 'Thomas's Policy' tab.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

As an equal opportunities employer, Thomas's is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity or marriage and civil partnership. Thomas's aspire to have a diverse and inclusive workspace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join the Group.

Thomas's London Day Schools

Welcome

A family-run group

Welcome to Thomas's London Day Schools. We are a family-run group of co-educational independent schools in central London, which seek to give an exceptional start in life to more than 2,000 children between the ages of two and eighteen.

Every member of the Thomas's community is expected to live by our most important school rule, which is simply to 'Be kind'.

Vision

Net contributors to society

Our vision is that every pupil leaves Thomas's with core values and a strong sense of social responsibility; inner strength and positive physical and mental health; academic success and a wide range of skills, interests and attributes; curiosity about the world and a love of learning. We strive to ensure that a Thomas's education equips all of our pupils with optimism about and preparedness for the future, setting them on a path to become net contributors to society and to flourish as successful, conscientious and caring citizens of the world.

Aims

We aim:

- To offer an exceptional education to young people aged 2 to 18 which is forward-thinking and outward-looking, with kindness at the core.
- To ensure that every member of our school communities learns and lives by a strong set of values.
- To enable our pupils to achieve academic success through a broad curriculum and a four-dimensional approach to education which develops knowledge, skills, character and metacognition.

Values

We subscribe to ten core values:

- Kindness and Courtesy
- Honesty and Respect
- Perseverance and Independence
- Confidence and Leadership
- Humility and being Givers, not takers

The Heads and Principals
Thomas's London Day Schools

Welcome to Thomas's Clapham

Thank you for your interest in the position of **Part-Time Learning Support Assistant** at Thomas's Clapham. This position is 25 hours per week across four or five days.

Thomas's Clapham is a community filled with energy, excitement and enjoyment. Our community holds kindness and creativity at its core, and we look to embrace the joy of childhood in all that we do.

I am looking to recruit an experienced, enthusiastic and flexible Learning Support Assistant to join our dynamic and committed Learning Support Team.

The successful candidate should have experience helping children with their emotional regulation and social communication skills. They will be part of a wider Learning Support team working across the school and will be answerable to the overarching Head of Inclusion and Enrichment. This is a great opportunity for a Learning Support Assistant to join our community. We are looking for a person who can quickly generate confidence and respect and who is capable of fostering highly positive working relationships with children, parents and colleagues.

Applications will be considered upon receipt so an early application is strongly encouraged.

Jessica Mair, Head



Background and context

Thomas's London Day Schools educates over 2000 children at five schools – Thomas's Battersea, Thomas's Clapham, Thomas's Fulham, Thomas's Kensington, Thomas's College, and in one kindergarten in Battersea.

Thomas's was founded as a kindergarten in a Pimlico church hall in 1971 by actress and mother Joanna Thomas. Six years later, Joanna and her husband David founded a school for older children in response to the success of the kindergarten and a growth in demand for quality day school places in London. In 1977 the first Thomas's, initially known as Kensington Court Lower School, opened in Cadogan Gardens.

By offering a coeducational education with high academic aims, along with a broad curriculum taught by energetic teachers, the school went from strength to strength. It eventually expanded and multiplied, becoming a group of schools which is internationally recognised as a beacon of excellence in prep school education.

Thomas's Clapham opened in 1993 on the site of the former Clapham County Girls' School on Broomwood Road between Wandsworth and Clapham Commons. By then, Thomas's Kensington had opened in 1981, and the original Thomas's had moved to larger premises and became Thomas's Battersea in 1989. Thomas's Kindergarten had opened nearby in 1992.

Thomas's Fulham opened in 2004. Joanna and David Thomas retired from the active management of the group in 1999. Thomas's is now run by their sons Ben and Tobyn.

Thomas's College, opened in September 2025 and offers a world-class secondary education to pupils aged 11 to 18.

There are currently 622 children aged from 4 to 13 on the roll at Thomas's Clapham. Demand for places at the school is considerable, with most children arriving in Reception. 13+ is the main exit point for our pupils, where they head to a combination of London Day and Boarding schools.

The school is part of ISI and a full inspection was completed in April 2026. Under the ISI Inspection Framework 2023, Thomas's Clapham met every standard across all five areas of inspection and achieved a significant strength.

Ethos

Thomas's Clapham has long been committed to living our values, being kind, and being creative. From the school's origins in 1993, we have been renowned for our intellectual rigour and high academic standards, whilst never losing the ability to embrace the joy of childhood in all that we do.

We are committed to developing a culture of thinking whereby pupils are safe, kind, calm, and ready to engage with their world. It is grounded in our belief that learning is a consequence of thinking and that the best schools draw upon evidence-based innovation, the latest cognitive and wellbeing research, and global trends in education to build a 21st-century ecology. Our vision is that every pupil flourishes as a compassionate contributor to society and a courageous shaper of the future.

Campus

Thomas's Clapham is housed in a Grade II listed building which was built between 1904 and 1908 as a girls' grammar school. Since opening in 1993, the campus has been greatly improved and updated. The facilities include a Drama studio and fully equipped theatre space, Science laboratories, Computing Room, and an Art, Pottery and Design Centre, Outdoor Learning areas and updated classrooms to ensure the learning, community, and organisational structure create a 21st century ecology.

Wellbeing at Thomas's Clapham

Thomas's Clapham has a strong and supportive wellbeing structure. Class teachers and form tutors take a close interest in their pupils' wellbeing, and at the heart of this are the positive relationships which we tirelessly foster at every level. Pupils are supported by Year Leaders who have broad responsibilities for the wellbeing of pupils in each year group.

Wellbeing is actively taught and our assembly programme is central to pupils being happy at Thomas's Clapham. We are a listening school and through teaching about choices and personal responsibility, pupils build balanced social relationships and control their behaviour by avoiding thoughts and actions that get in the way of them achieving their goals and reaching their potential.

Pupil agency and voice is a crucial part of how we reflect on and improve our school. Pupils of all ages form our many representative committees and volunteer groups. It is their action and energy that propels our school forward.

Thomas's Clapham believes that all members of the community should Be Safe, Be Kind, Be Calm, and Be Ready. A shared understanding of these four rules, and a focus on school values, underpin our positive behaviour management approach.

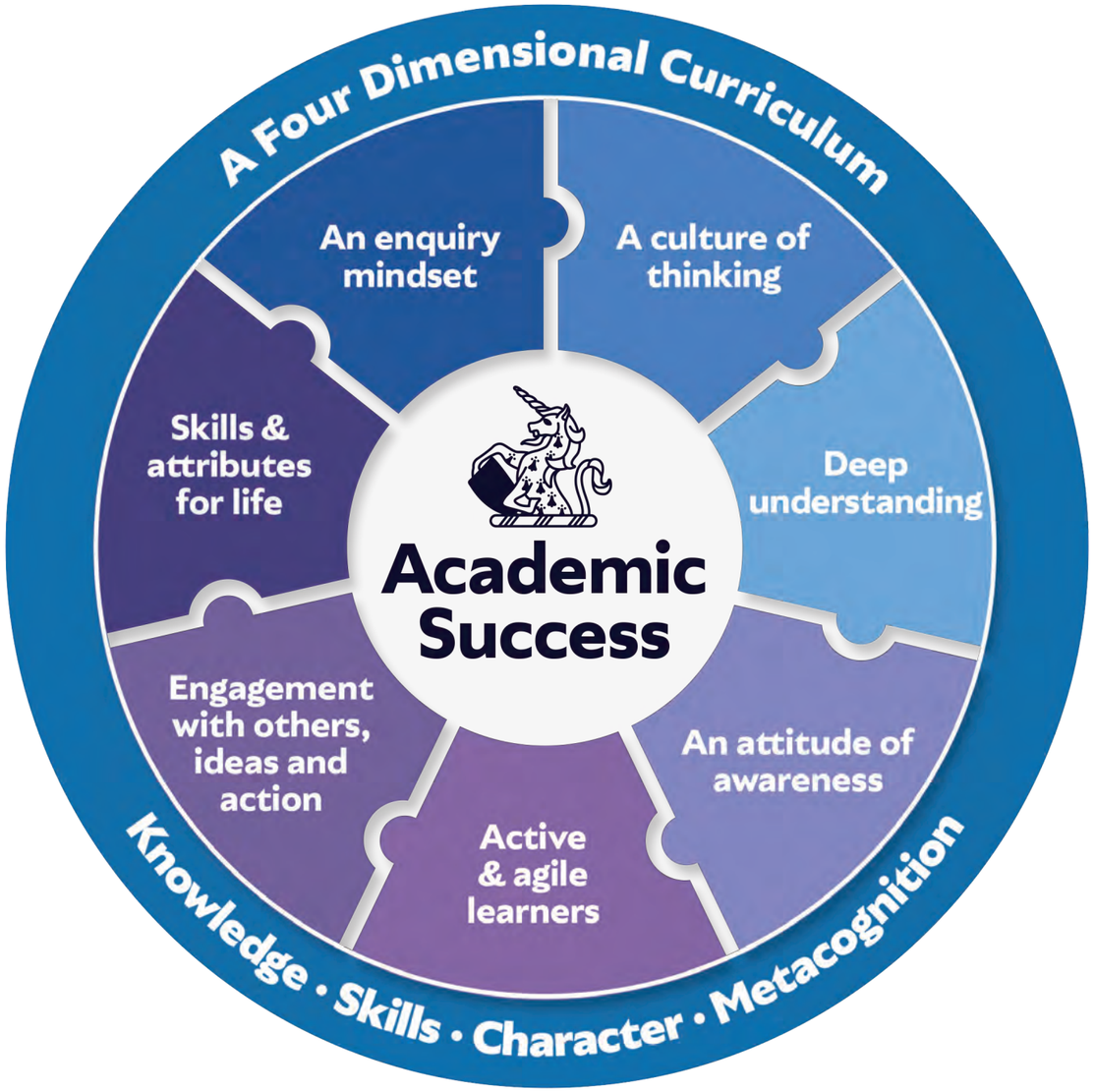
Thomas's London Day Schools fully recognise their responsibilities for Safeguarding and Child Protection.

Learning at Thomas's Clapham

Thomas's Clapham is committed to developing a culture of thinking within every learning environment. This is grounded in the belief that learning is a consequence of thinking, and that learning is everywhere. We aim to have a community full of pupils who assume an active role in their learning, and who are adaptable thinkers; thinkers who engage with others, with ideas, and importantly, with action. Much of this comes from our school embedding an instructional framework that allows for critical, creative and reflective thinking.

Thomas's Clapham respects the importance of teaching for understanding, especially through an enquiry mindset where knowledge and information is connected to the lives of our pupils. Thinking and learning at Thomas's Clapham is about encouraging children to learn about the world to command and control it, not simply to fit in it. Our ambition is that every learning opportunity allows pupils to refine their thinking through exploration, investigation and discussion.

The National Curriculum is the starting point, but in each subject work is planned to stimulate and challenge and will include outcomes from the ISEB in the Upper School. Change is eagerly embraced by colleagues and pupils who share a passion for learning and finding new and better ways of doing things. Creativity, thinking skills and instilling a thirst for independent learning are at the heart of the approach. Continuous professional development is a strongly established culture within the school.



Culture of Thinking

Adaptive teaching strategies are used to support the development of thinking and therefore learning in the classroom. We encourage pupils to make their thinking visible, which supports learning through strengthening neural connections

- Make specific cognitive processes explicit.
- Provide a common language focused around thinking.
- All pupils are encouraged to use metacognitive stratergies as a part of their learning toolkit

Learning Habits

Throughout the pupils' time at Thomas's Clapham, tools are provided to develop metacognition, which is the process of thinking about one's own thinking and learning. Our bespoke Learning Habits are used to aid this. Based on educational research, these are a visual, child-friendly representation of advanced learning techniques.



In an age appropriate way, the four Learning Habits encourage learners to:

- Understand why and how they are learning and thinking.
- Think deeply, ask big questions, make connections within other areas of learning and develop resilience.
- Create a common language and understanding to be built upon.



The Role

Part-Time 1:1 Learning Support Assistant

(25 hours per week over four or five days)

Accountable:

To the Head of Inclusion and Enrichment

Key Areas of Responsibility

- Provide consistent, responsive support for the pupil's learning, emotional regulation, social communication, and ability to follow teacher-led instructions.
- Promote a safe, supportive and inclusive environment where the pupil feels secure and ready to engage in learning.
- Facilitate the pupil's participation in all aspects of school life, encouraging independence, academic progress, and social integration.
- Support the pupil in making positive and appropriate choices, especially when responding to adult guidance or interacting with peers.
- Adapt tasks, resources or delivery methods to suit the pupil's needs, ensuring barriers to learning are reduced.
- Implement strategies and programmes as recommended by the pupil's Occupational Therapist (OT), Speech and Language Therapist (SALT), or other external professionals.
- Proactively seek support and attend therapy sessions with the pupil when needed, to understand and apply therapeutic approaches.
- Provide support across all lessons (as required), ensuring the pupil is actively engaged and progressing in line with their individual learning plan.
- Provide one-to-one and small group support to help pupils access the curriculum and achieve their individual targets.
- Observe and communicate regularly with teaching staff and parents regarding the pupil's academic, emotional and social development.
- Promote independence while providing support — acting as the pupil's advocate without creating over-reliance.
- Carry out any additional duties required to support the pupil's overall wellbeing and development, as directed by school leadership.
- Share updates through the class teacher or form tutor to ensure a coordinated and informed approach to the pupil's needs.

Skills and Experience

- Knowledge and understanding of neurodiversity and Special Educational Needs and Disabilities (SEND) gained through relevant training and professional development, with an understanding of inclusive and adaptive practices that support pupils with a range of learning, communication, sensory and social-emotional needs.
- Experience supporting children with Special Educational Needs and Disabilities (SEND) in a classroom or learning environment.
- Strong active listening and verbal communication skills.
- A proven ability to build positive, trusting relationships with pupils by understanding and responding to their individual needs.
- Ability to establish and maintain appropriate professional relationships with pupils and colleagues, working collaboratively as part of a team.
- Emotional resilience and a calm, reflective approach to working with children who may display challenging behaviour.
- Excellent interpersonal, organisational and communication skills.
- Ability to observe and monitor pupil engagement and adapt activities, instructions or the learning environment to suit individual needs.
- A professional and thoughtful approach to using authority and maintaining positive discipline.
- Strong time management skills and the ability to remain flexible and solution focused in a busy school environment.
- Capacity to handle complex and sensitive issues with empathy, discretion and professionalism.
- A caring, diplomatic and patient nature, with a genuine commitment to inclusive education.
- Knowledge of safeguarding procedures and child protection

This job description contains an outline of the typical functions of the job and is not an exhaustive or comprehensive list of all possible job responsibilities, tasks and duties. The job holder's actual responsibilities, tasks and duties might differ from those outlined in the job description, and other duties commensurate with this level of responsibility may be either permanently or temporarily assigned as part of the job.



Professional Values and Conduct

- A commitment to upholding public trust in the education profession and maintaining high standards of ethics and behaviour, both within and outside school.
- Professional regard for the school's values, ethos, policies and practices, and a commitment to high standards of attendance and punctuality.
- A positive, respectful attitude that fosters strong relationships with pupils, colleagues and the wider school community.
- A commitment to promoting inclusion, celebrating individual differences and respecting cultural diversity.

Terms & Conditions

A competitive salary and conditions are offered.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with the Disclosure and Barring Service (DBS) and the Prohibited from Teaching or Management lists.

The successful applicant will be required to complete a self-disclosure Medical Questionnaire.

The appointment is subject to satisfactory references and security checks, clearance from the DBS, proof of identity and qualifications and a medical report.

This role involves regular contact with children and falls within the category of regulated activity; therefore, the school will conduct safeguarding checks, including an enhanced DBS check and a barred list check. Should you receive any cautions or convictions whilst in our employment these must be reported immediately to your line manager.The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and work in accordance with our child protection policies and procedures. The post holder will have responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact and will be required to adhere to the school's policies at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the school's Designated Safeguarding Lead (DSL) or to the Head (if different).

Our Values



Kindness
We expect pupils at Thomas's to be kind; to be good friends to those around them, always on the lookout for and ready to support those in need of a word of encouragement or a listening ear.

Courtesy
We expect our pupils to be unfailingly courteous and polite; to have regard for the needs of others; to be responsible for the impact of their behaviour on those around them; to stand back, holding the door open, to allow adults through; to be particularly aware of the very young and the very old; not to 'hog the pavement' on school trips; to say "please" and "thank you" without prompting.

Honesty
We expect our pupils to be honest, to act with integrity at all times and to understand and uphold the rule of law.

Respect
We encourage all members of the community to respect themselves, each other, their learning environment and the wider community. We expect our pupils not just to tolerate but to celebrate difference, to respect the right of others to hold differing beliefs or views and to develop an awareness of individual liberty. As our pupils become old enough to understand the characteristics protected by law, we look to them to challenge discrimination in all its forms and to foster healthy, positive relationships grounded in mutual respect.

Perseverance
We would like our pupils to appreciate the importance of, and to show, perseverance; to acquire a 'growth mindset' by understanding that intelligence can be developed; to embrace challenges; to persist in the face of setbacks; to see effort as the path to mastery; to learn from criticism; to find lessons and inspiration in the success of others and, as a result, to reach ever-higher levels of achievement and a greater sense of free will.

Independence
We would like our pupils to become independent learners; to work hard; to be responsible, organised and to manage their belongings effectively.

In the classroom, we would like them not only to make valid contributions, but also to be good listeners, who respect and encourage the efforts of their peers. We hope that, as a result of their lessons at school, our pupils will begin to take responsibility for their personal learning, reading around subjects that interest them, carrying out their own research and making full use of the many excellent resources available to them.

As a result, we would like our pupils to gain a growing sense of enquiry and wonder about the world around them; about the vast body of knowledge and skills that has brought mankind to where we are today – and about how much there is still to learn.

Confidence
We expect our pupils to acquire self-knowledge by encountering both success and failure in an environment of support and encouragement, both at school and at home. Consequently, they should be 'comfortable in their own skin', full of self-confidence, yet always free of arrogance, and able to make sound judgements. We would like our pupils to become their best selves, not a second-hand version of someone else.

Leadership
We aim to equip our pupils to lead by example and to recognise service as a powerful form of leadership; to be prepared to stand out from the crowd; to be the first to respond to someone in need; to stand up for what they believe to be right; to challenge what they know to be wrong; to risk making an unpopular decision, if they believe it to be for the greater good; to earn the trust and respect of others. We hope that our pupils will experience at an early age the opportunities and challenges of leadership.

Humility
Notwithstanding their confidence, our pupils are expected to retain a sense of humility; to be without arrogance; to be conscious of the advantages they enjoy and to show gratitude for them by putting them to best use by helping others. We hope that all our pupils will acquire a sense of the eternal and that this will inform their perspective of their place in the world.

Givers, not Takers
Above all, we would like our pupils to be givers, not takers; to show generosity of spirit; to use their skills and talents first for the benefit of others. We hope that our students will leave their school with a strong sense of social responsibility, set on a path to become net contributors to society and to flourish as successful, conscientious and caring citizens of the world.

Be Kind
Be Thomas's