



Malin Bridge
Primary School

Teaching Assistant – Level 2

Temporary

Applicant Pack



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The vacancy

Post advert

Deadline for applications:	11:59pm on 04 January 2026
Interviews to be held:	Week beginning 19 January 2026
To start:	ASAP

We are seeking to appoint an enthusiastic and innovative Level 2 Teaching Assistant to support pupils with additional needs.

The successful candidate will provide classroom support for young people with special educational needs, as well as deliver small-group and one-to-one interventions across KS1 and LKS2. A typical day will involve spending half the day in KS1 supporting a small group of pupils, followed by the remainder of the day providing support within LKS2.

Applicants should demonstrate strong numeracy, literacy and communication skills and, ideally, have experience working with pupils with additional needs. A good understanding of primary curriculums and a commitment to helping young people achieve their potential are essential. Experience in a school setting is required.

Applicants should be eager to:

- Support the inclusion, social development and academic progress of students with SEND within the mainstream classroom
- Work effectively across both KS1 and LKS2

We are looking for someone who:

- Is an excellent role model—creative, motivated and enthusiastic
- Can inspire and challenge young people
- Brings fresh, exciting ideas and can build on our existing good practice

Role summary

Post title:	Teaching Assistant – Level 2 (Primary)
Profile:	LD2.5
Grade:	Grade 3
Grade spinal point range:	SCP 5 to 6
Salary:	£25,583.00 - £25,989.00 (£22,003 - £22,353 pro rata)
Accountable SLT post:	Assistant Headteacher
Line manager (if different):	Senior Leadership Team
Staff to be supervised or line managed by post holder:	N/A
Post holder will work with:	SENDCo, other teaching and support staff.

Holiday and sickness relief:	By and for other support staff.	
Purpose of post:	To work under the direct instruction of teaching staff/SLT, to support access to learning for pupils and provide support to the teacher in the management of pupils in the classroom.	
Version revised:	June 2023	
Contract:	Temporary	37 hours/39 weeks

Job description

The post holder must at all times carry out their responsibilities within the spirit of the school and trust policies and within the framework of legislation relating to academies and education, with particular regard to the statutory responsibilities of the trust and the governing body of the school(s).

Specific duties and responsibilities

- To be responsible for providing pupil support to the standards required by the academy and appropriate external bodies. Duties will include, but not be limited to:

1.1 Support for pupils

- Support pupils to engage and interact with others and in take part in activities led by the teacher
- Set challenging and demanding expectations and promote self-esteem and develop independent learning
- Provide feedback to pupils in relation to progress and achievement under guidance of the teacher
- Promote the inclusion and acceptance of all pupils
- Supervise and provide particular support for pupils, including those with special needs, ensuring their safety and access to learning activities
- Assist with the reviewing of SEN Support Plans
- Establish productive working relationships with pupils and parents/ carers and interact with them according to individual needs
- To act as a key worker to individual or groups of children

1.2 Support for the teacher

- Create and maintain a purposeful, orderly and supportive environment and assist with the display of pupils' work
- Use strategies, in liaison with the teacher, to support pupils to achieve learning outcomes
- Assist with the planning of learning activities
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed
- Provide detailed and regular feedback to teachers on pupil's achievement, progress and next steps
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Establish constructive relationships with parents/carers
- Administer routine tests and undertake routine marking of pupil's work
- Provide clerical/admin support e.g. photocopying, typing, filing, money, administer coursework etc.

1.3 Support for the curriculum

- Undertake structured and agreed learning activities/teaching interventions adjusting activities according to pupil responses
- Undertake interventions linked to local and national learning strategies e.g. literacy, numeracy etc.

- Support the use of ICT in learning activities and develop pupils' competence and independence in its use
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use

Support for Trust/School

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings as required
- Take an active part in all key school events such as performances and open events
- From time to time, to meet the needs of the school, you may be asked but not automatically expected to work hours additional to your normal working hours. The school will give you as much notice as possible and you will be paid/recompensed for such work. Examples where this might be required are for example, relevant key school events such as performances, trips, clubs, training and residential
- Assist with the clerical duties of the administration team as required from time to time and as appropriate to your role
- Contribute to the overall ethos/work/aims of the Trust/school
- Participate in relevant training, other learning activities and performance management as required
- Ensure display boards are kept up to date and in good order as appropriate and required
- To undertake any other duties and responsibilities, commensurate with the level of the post, as may be determined after negotiation between management, the postholder and appropriate trade unions
- Team responsibilities – All educational support staff are considered part of the overall support team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.

Further statement:

The above duties are not exhaustive, and the post holder may be required to undertake tasks, roles and responsibilities as may be reasonably assigned to them by the Headteacher/Principal.

The job description and allocation of particular responsibilities will be kept under review and may be amended via consultation with individuals, the governing body or board of trustees and/or senior leadership team as required. Trade union representation will be welcomed in any such discussions.

Person Specification

Job Title: Teaching Assistant Level 2 (Primary)

REQUIREMENTS	Essential	Desirable	Assessment method A = application I = interview R = reference
Knowledge, experience and skills			
Understanding of principles of child development and learning processes	✓		I
Ability to self-evaluate learning needs and actively seek out learning opportunities	✓		I
Ability to relate well to children and adults	✓		I
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	✓		I
Can use ICT effectively to support learning	✓		I
Use of other equipment technology – iPad, photocopier	✓		I
Has sound speaking and listening skills to extend language in discussion	✓		I
Has experience of pupil assessment		✓	I
Can manage the behaviour of pupils in an effective manner	✓		A/I
Has a caring positive attitude towards pupils' welfare	✓		I
Has an awareness of pupils with special educational needs	✓		I
Can maintain trust and confidentiality where appropriate	✓		I
Can assist the school in forming a partnership with parents	✓		A/I
Has sufficient practical and organisational skills to contribute to the preparation and management of educational resources	✓		A/I
Can complete and maintain pupil records	✓		I
Experience working with children of relevant age	✓		A/I

Qualifications			
NVQ2 or 3 for Teaching Assistants or equivalent qualification or experience.	✓		A/I
Good level of literacy and numeracy e.g. GCSE Maths and English at grade 4 or above.	✓		A
Training in the relevant strategies e.g. literacy and/or in particular curriculum or learning area e.g. Birmingham Tool Kit, Lego therapy, dyslexia, ICT, Maths, English catch up interventions		✓	A/I
Other			
Can allocate some contractual time to after school staff meetings when appropriate	✓		A/I
Can allocate some contractual time to the whole of, or part of, staff training days when appropriate	✓		A / I
Can maintain personal presentation that sets high standards for the pupils	✓		A / I
Can work within the spirit of Trust policies to do with Equal opportunities, Child Protection, Health & Safety, Finance, Smoking etc	✓		A/I
Child protection			
Has an awareness of the latest Safeguarding procedures/practices and puts the safety of pupils first at all times	✓		I

Malin Bridge Primary School and Nursery

Malin Bridge is an extremely popular primary school and nursery providing education for 2-11 year olds in the northwest of Sheffield. Ofsted judged that it remained an outstanding school in its most recent inspection in March 2024.

Everyone at Malin Bridge works collaboratively to ensure that all children are given every opportunity to enjoy learning and to thrive in a happy, stimulating, vibrant community. The school's values of celebrating diversity, enquiring about the world and being aspirational underpin everything within the curriculum and beyond.



In addition to trust-wide benefits for all staff, those at Malin Bridge Primary School also have access to:

- Supportive and friendly staff and leadership team.
- Excellent public transport links.
- Vibrant and fun working environment.

You can view the school website at: www.malinbridge.chorustrust.org.

Chorus Education Trust

Chorus Trust is a growing trust, committed to providing every child with the best education in both primary and secondary schools across South Yorkshire and Derbyshire. We train and develop teachers, giving our children access to the very best educational thinking and practice.



Our vision is 'Outstanding Achievement for All'. We want to create a culture of success in which our children and young people can succeed. We do this through the provision of safe and supportive schools, collaborating to ensure our children benefit from a more effective spend of public money.

As part of the Chorus Trust Team, all staff have access to:



An ethos of being a **force for good**; of being part of a team that enables 'outstanding achievement for all'.



Leading edge **training and development** through the South Yorkshire Teaching Hub.



Competitive **pension schemes**: Teacher's Pension Scheme (teaching staff) and local government pension scheme (support staff).



Discounted **health schemes** through Westfield Health and Westfield Rewards Schemes, plus **free annual flu jabs** with Boots Corporate Health and **free eye tests** with Specsavers.



A **collaborative environment** encouraging knowledge sharing and support.



Term-time only contract postholders have the freedom of having **school holidays** off.



Career progression opportunities within a growing, local trust.



Support for **flexible working** arrangements.

You can read more about Chorus Trust at www.chorustrust.org.