



Woodland
Academy Trust

EYFS Teaching Assistant

APPLICANT INFORMATION PACK



Peareswood
Primary School

Welcome from the CEO

Dear Applicant,

Thank you for expressing an interest in this role at Woodland Academy Trust. Woodland Academy Trust is a small but ambitious Trust that puts the children and community first. We are on an exciting journey to achieve the best possible outcomes and excellence for all.

To support us on our journey, we are welcoming applications from skilled and committed applicants who have vision, drive and ambition and would be keen to hear about your experiences and what skills you can bring to this role. We seek to attract staff who have a growth mindset, strong values and work ethic and care deeply about serving communities.

This is an exciting time to join Woodland Academy Trust as we further strengthen our school improvement offer across the Trust. You will benefit from working with a strong team, receive the very best professional development and have the opportunity to make a real difference to the daily learning experiences of our wonderful children.

We look forward to your application.

Yours faithfully,

Nav Sanghara, Trust Leader (CEO)



About our Trust

We are proud to be part of Woodland Academy Trust.

Woodland Academy Trust was formed in September 2011 and consists of five primary schools, four of which are located in the London Borough of Bexley and one in Kent.

Our shared mission is to *Ignite the spark, reveal the champion*. Together, we are an inclusive and ambitious Trust, striving to achieve the best possible outcomes for every child by creating an ethical culture of empowerment and growth. We believe strongly in nurturing partnerships with our local communities and beyond.

Nationally and internationally recognised for our award-winning work in digital innovation, responsible AI, inclusion and curriculum development, we are also proud to be an Apple Regional Training Centre for Kent and Bexley, supporting schools and educators to innovate and grow. Together, our schools provide a collaborative environment where pupils and colleagues can thrive.



Find out more about Woodland Academy Trust at: www.woodlandacademytrust.co.uk

Ignite the spark, reveal the champion

Welcome from the Headteacher

Thank you for your interest in joining us at Peareswood Primary School.

At Peareswood, we are proud to be a warm, nurturing and inclusive school where every child is encouraged to thrive. As a values-led school, our ethos is built around our school family, with high aspirations for every learner and a commitment to providing both challenge and support so that every child can achieve their full potential.

Our bespoke curriculum enables children to develop a deep understanding of their local community while building the confidence, resilience and self-belief they need for the future. Through enriching learning experiences, both inside and beyond the classroom, we equip our pupils with the knowledge, skills and values to achieve their personal goals and become lifelong learners.

We are also proud to be recognised as an **Apple Distinguished School (2024–2027)**, celebrating our commitment to using technology purposefully to inspire creativity, remove barriers to learning and enhance teaching and learning through continuous innovation.

At Peareswood, we understand the important role a primary school plays in the lives of children and their families. We strive to create a happy, safe and inclusive environment where differences are celebrated, positive relationships flourish and every child feels valued. We are equally committed to creating a supportive and collaborative culture for our staff, recognising that when colleagues feel valued and empowered, our children benefit too.

If you would like to find out more about our school or arrange a visit, we would be delighted to welcome you and show you what makes Peareswood such a special place to learn and work.

Mrs Mourné

Headteacher at Peareswood Primary



About Our School

Peareswood Primary School is proud to be at the heart of the Slade Green community in the London Borough of Bexley. We are a welcoming, inclusive school where every child is known, valued and encouraged to achieve their very best.

Our vision is to inspire young minds to think critically, develop a lifelong love of learning and unlock their full potential, both now and in the future. We believe every child deserves the opportunity to flourish academically, socially and emotionally in a nurturing environment where high expectations are matched with care and support.

Our school values of **Pride, Ambition, Kindness, Creativity** and **Collaboration** are at the heart of everything we do. They shape our culture, guide our relationships and help prepare our pupils to become confident, responsible and compassionate members of their community.

To find out more about life at Peareswood Primary School, visit our [school website](#) and follow us on social media to see the exciting learning and experiences taking place across our school community.



Follow us 



Peareswood Primary School



The Vacancy

Job title:	Teaching Assistant
Status:	Permanent
Hours:	32.5 hours per week / Part Time Hours available
Working weeks per year:	39 weeks
Grade:	Scale Points SCP 05 – 06
Salary:	£ 28,880 - £29,299 (Pro-Rata -£22,327 - £22650)
Post Start Date:	As soon as possible or 9 th November 2026
Closing Date for Applications:	23 rd September 2026
Interviews:	W/c 28 th September 2026

Peareswood Primary School is excited to offer an opportunity for an experienced Teaching Assistant to join our supportive, inclusive and EYFS passionate team.

In this role, you will play a vital part in helping children fully engage with the curriculum and thrive in their learning journey. We are seeking a motivational, resourceful, and compassionate Teaching Assistant who can inspire and support our students throughout their daily school life. If you are committed to making a positive impact in the classroom and fostering a love for learning, we would love to hear from you!

No day is ever the same in this role, and we are looking for adaptable and flexible individuals who thrive in an environment with changing priorities.

The job role will include:

- Working in a team with the class teacher to deliver excellent support with teaching and learning;
- Working with children on a 1:1 or group basis;
- Accompanying groups on trips;
- Supporting assessment and evidencing learning;
- Working with teachers to create stimulating classroom displays and learning resources;
- Maintaining a safe and positive environment for all children;
- Creating opportunities for all children to reach their potential, irrespective of ability

What you will need to succeed:

- A relevant level 3 supporting teaching and learning in schools qualification (or equivalent);
- Previous childcare experience;
- A proven ability to work in a team and in using your own initiative;
- A high level of communication skills and the ability to relate positively to children and adults;
- The ability to use relevant technology/equipment;

Candidates should refer to the job description/person specification and explain within their personal statement how they meet the criteria, whilst also describing what they will bring to the post from their own knowledge and experience.

We reserve the right to close this vacancy early should a suitable candidate be found; therefore, early application is encouraged.

Applications

Please apply by visiting our school website vacancies page at: [Peareswood Primary Vacancies](#)

Or if you would prefer to complete a word application form, please contact the school via email: sbapwp@watschools.org.uk

Application Deadline: 23rd September 2026
Interviews: W/c 28th September 2026

Visits to the school are welcomed and can be organised by contacting the School Business Associate at sbapwp@watschools.org.uk

Diversity & Inclusion

We strive to achieve a diverse workforce, fully representative of our diverse society and the ethnic make-up of the pupil population in the UK. People of colour are currently under-represented on our staff teams. We are keen to attract applications from a diverse pool of candidates and determined to be a fully inclusive employer, and a great workplace for people of ethnic minority heritage as well as white heritage.

Our Offer

Woodland Academy Trust seek to appoint colleagues who share in our values and mission to *ignite the spark and reveal the champion*. We recognise that in order to offer the best outcomes for our children, our staff teams need the opportunity to be the very best they can be too. We do this by ensuring we have in place for all staff:

- Continuous professional learning focusing on core areas;
- Working collaboratively with agencies around us and offering formal training opportunities, bespoke and targeted professional development as well as in-house, bespoke training from our many experts and coaching and mentoring;
- Embedding initiatives to support with reducing teacher workload;

- A strong supportive ethos with dedicated line management structures and clear communication channels;
- Well-being assistance and support including a dedicated employee assistance helpline and occupational health;
- Opportunities to take part in exciting initiatives and projects that help shape the way our children will learn in the future;
- Wide range of family friendly policies in place for staff;
- Recognising national terms and conditions for staff;
- Teachers and Local Government pension schemes;
- Cycle to work schemes.

For more information about Woodland Academy Trust please visit: [Woodland Academy Trust](#).

Safeguarding Children and Young People

Woodland Academy Trust is committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are therefore expected to behave in such a way that supports this commitment. Appointment to this post will be subject to the following satisfactory pre-employment checks:

- Health
- Identity
- Relevant work qualifications
- Right to work in the UK
- Barred List Check (previously List 99)
- Disclosure & Barring Service Check (for all staff and volunteers)
- References

We are committed to ensuring a positive work environment and selecting candidates who align with our values and culture. As part of our thorough recruitment process, in accordance with the DfE Keeping Children Safe in Education, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the recruitment process.

Any information we come across will be handled confidentially and considered in a professional manner. Our aim is to better understand your qualifications and suitability for the role. If you have any concerns or questions about this process, please contact us for more information.

Our Commitment to Innovation in Recruitment

At Woodland Academy Trust, we are proud to be at the forefront of innovation in education- this includes how we recruit. We use AI-powered tools and digital platforms to support and streamline our recruitment processes. From anonymised shortlisting grids to data-informed candidate scoring, we ensure fairness, transparency, and efficiency at every stage.

As a Trust, we believe in human decision-making enhanced by smart technology. AI supports us in removing unconscious bias, improving turnaround times, and focusing more of our time on getting to know the people behind the applications. For further information, or to opt-out, please view the Privacy Statement on our website.

JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE	EYFS Teaching Assistant
RESPONSIBLE TO	Class Teacher / Phase Lead
SALARY	SCP05-06 Full Time Salary £ 28880 - £29299 (Pro-Rata -£22,327 - £22650)
HOURS	32.5 hours per week / 39 weeks per year
ALL STAFF RESPONSIBILITIES	• To live our Trust values, demonstrating ambition, collaboration, compassion, excellence and inclusivity in your everyday work life. • To value professional development and welcome any training opportunities to develop personal skills and knowledge. • To agree to follow the school and Trust's policies and procedures.
MAIN PURPOSE OF THE ROLE	• To work under the instruction and guidance of teachers and senior leaders to undertake work, care and support programmes which enable access to learning for all pupils including those with special needs. • To assist the teacher in the management of pupils, the classroom and break times within all areas of the school.

DUTIES & RESPONSIBILITIES	• Assist teachers in ensuring all pupils' continuing educational development through structured and agreed learning activities/teaching programmes including activities identified in Education and Health Care Plans • Assist teachers in fostering attractive learning environments to ensure that pupils spend their school life in stimulating surroundings. • Establish constructive relationships with pupils working with small groups or 1:1 to deliver targeted support • Prepare, maintain, and use equipment and resources required to meet lesson plans and activities, assisting pupils in use. • Ensure accurate records and observations are kept so that pupils receive the maximum benefit from their education. • Supervise and support children during lunch break and play times to ensure their learning is extended beyond the classroom. • Administer routine tests, invigilate exams, and undertake routine marking of • pupil's work. • Safeguard children at all times. • Use learning strategies, in liaison with the teacher, to support pupils to achieve learning goals, adjusting learning activities according to pupil responses
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	• Supervise and support pupils, including those with high needs, ensuring their safety and encouraging interaction and engagement in activities led by the teacher. • Set challenging and demanding expectations and promote self-esteem and independence, providing feedback to pupils in relation to progress and achievement under guidance of the teacher. • Establish constructive relationships with pupils, and interact with them according to individual needs, promoting inclusion. • Create and maintain a purposeful, orderly, and supportive environment in accordance with lesson plans and assist with the display of pupils' work. • Supervise and assist with any toileting/medical needs as required. • Promote good pupil behaviour inside and outside the classroom, 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 parent/carers. • Provide clerical and administration support for teacher, including administering coursework. • Develop pupils' competence in independently using of IT in learning activities. • Work within predetermined guidance, policies, procedures, and teachers' guidance. • Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher. • Attend weekly meetings and discussions, which contribute to the overall ethos/work/aims of the school. • Awareness of the school's educational and behavioural policies for developing pupils. • Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop. • Use initiative and common sense and be assertive and consistent in any contact with pupils in order to achieve the level of discipline required to maintain order. • 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. • Any other reasonable activity as directed by the line manager/Headteacher. • Contribute to the overall ethos/work/aims of the school. • Deliver learning through play for pupils during lunchtime and breaks.
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Person Specification		
	Essential	Desirable
Education, Qualifications and Training	• Good numeracy/literacy skills demonstrated through at least the level of GCSE point 9-1 or equivalent. • Qualified to NVQ level 3 for Teaching Assistants or equivalent qualifications.	• Experience in EYFS. • Training in the relevant learning strategies, e.g., literacy. • First Aid Training as appropriate.
Experience	• Working with or caring for children of relevant age.	• Previous TA experience in a primary school setting.
Knowledge and Skills	• Effective use of ICT to support learning. • Use of other equipment technology – video, interactive whiteboard, photocopier, etc. • A good understanding of child development and learning. • Knowledge of playground games. Ability to self-evaluate learning needs and actively seek learning activities.	• Understanding of relevant policies/code of practice and awareness of relevant legislation. • General understanding of national/foundation stage curriculum and other basic learning programmes/strategies. • Understanding of playground games.
Personal Qualities	• Ability to relate well to children and adults. • Ability to work constructively as part of a team. • A desire to work with young people to help them achieve their best in school.	
General Circumstances	• Understanding of safeguarding and its importance within an educational setting. • Awareness and understanding of equality and diversity.	

Please note that we are committed to safeguarding and promoting the welfare of our pupils and expect all those who work with us to share this commitment. Successful applicants will need to undertake a DBS Enhanced Clearance check (Disclosure and Barring Service). We give high priority to promoting diversity throughout the Trust.

