



Alfriston School

Sports College

Penn Road, Knotty Green, Beaconsfield,
Buckinghamshire, HP9 2TS
Telephone: 01494 673740
Email: office@alfristonschool.com



October 2025

Role: School Support Assistant
Salary: Bucks Pay Range 1-2 ISN 6-15 (depending on experience) £24,836-£28,742 pro rata, actual salary £18,627-£21,556 per annum
Contract: Permanent, Term-Time Only (39 Weeks)
Hours: 37 Hours Per Week (Monday-Thursday 8.30am-4.30pm Friday 8.30-4.00pm)
Start Date: September 2026

At Alfriston School we empower students to navigate the world with a strong sense of identity, purpose and curiosity, our ethos is "Roots to Grow, Wings to Fly."

Are you caring, patient, and passionate about making a difference in education?

Alfriston School, a specialist setting for students aged 11–18 with Moderate Learning Difficulties (MLD), is looking for dedicated School Support Assistants to join our inspiring team. Here, learning is creative, individualised, and centred around every student's potential. We nurture confidence, celebrate individuality, and equip young people with the skills they need to thrive beyond school.

If you want to be part of a supportive community where your work truly changes lives, we'd love to hear from you.

As a School Support Assistant, you will:

- Work across various subjects, supporting students in their learning
- Help create a positive and engaging classroom environment
- Assist students with their social, emotional, and academic development
- Work closely with teachers and staff to provide tailored support
- Encourage independence and confidence in all students

What We're Looking For:

- A caring, patient, and enthusiastic approach
- A passion for ensuring children have a positive experience in education
- Experience as a Teaching Assistant / Support Assistant (desirable but not essential)
- Experience supporting children or adults with SEN (advantageous)
- A willingness to learn and develop new skills

To Apply: Please visit our website www.alfristonschool.com and apply today!

If you would like to make an informal visit please also contact Mrs Ellie Davison via recruit@alfristonschool.com who will be delighted to arrange this for you.



Job Description

Job Title: School Support Assistant

Reports To: Deputy Headteacher / Headteacher

Job Purpose:

To provide high-quality support to students across various subjects, helping them engage in learning and develop independence. The role involves working closely with teachers, therapists, and other staff to support students' educational, social, and emotional development. Providing support in both pastoral and academic situations, ensuring that students achieve their full potential while maintaining their safety and wellbeing.

Key Responsibilities:

Supporting Students

- Assist students in accessing learning activities in class and small group settings.
- Provide individualised support to students with Moderate Learning Difficulties.
- Encourage independence, confidence, and self-esteem in students.
- Support students with social and emotional wellbeing, promoting positive behaviour.
- Assist with communication and interaction needs, adapting materials where necessary.

Supporting the Classroom & Teaching Staff

- Work closely with teachers to deliver differentiated learning activities.
- Help prepare resources and materials for lessons.
- Support with classroom management and maintaining a positive learning environment.
- Assist with the use of adaptive technology and learning aids.
- Monitor, record, and report student development, progress, and attainment.
- Liaise with teachers and other professionals to ensure students needs are met.

Pastoral & Wellbeing Support

- Respond positively to the emotional and physical needs of students.
- Encourage and develop positive relationships with students, staff, and parents.
- Promote the school's values, expectations, and positive behaviour standards.
- Support students in developing life skills and independence.
- Foster an inclusive and supportive school environment.

Safeguarding & Child Protection

- Follow the school's safeguarding policies and procedures, ensuring that student safety and wellbeing are the top priority.
- Attend safeguarding and child protection training as required.

Additional Duties

- Assist with administrative tasks across different school departments.
- Support offsite educational activities, including supervising or assisting with transport if required (driving the minibus).
- Undertake any other duties reasonably requested by the Headteacher.
- Uphold our values "Respect, Integrity, Representation, Belonging, Curiosity, and Ambition" in every aspect of staff conduct.



Person Specification

Essential Skills & Attributes:

- A caring, patient, and enthusiastic approach to working with children.
- A passion for ensuring children have a positive experience in education.
- Strong communication and teamwork skills.
- A willingness to learn and receive specialist training.

Desirable Skills & Experience:

- Previous experience as a Teaching Assistant / Support Assistant.
- Experience supporting children or adults with SEN.
- Knowledge of learning strategies for students with MLD.
- Experience in the use of ICT to support teaching and learning.

Essential Personal Qualities:

- A positive and friendly personality – able to build strong, supportive relationships with students, staff, and parents.
- Good organisational skills – able to manage tasks effectively and adapt to a dynamic school environment.
- Initiative and independence – confident in working independently while also collaborating as part of a team.
- Empathy and understanding – able to relate to young people in a positive, supportive, and patient manner.
- Commitment to continuous improvement – a willingness to reflect on performance and seek ways to enhance personal and team effectiveness.
- Loyalty and commitment to the school – dedicated to upholding the school's values and contributing to its positive culture.

Alfriston School is committed to safeguarding and promoting the welfare of children which will be reflected throughout recruitment. The selected candidate will be required to undertake reference checks, an enhanced DBS check and internet/social media checks before taking up the post.