



**Bradwell  
Junior School**

# Temporary Teaching Assistant Level 2

Applicant Pack



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# The vacancy

## Post advert

<b>Deadline for applications:</b>	11.59pm on 30 August 2026
<b>Interviews to be held:</b>	Friday 11 September 2026
<b>To start:</b>	ASAP

Are you a nurturing, child-centred TA, with experience of supporting children across the curriculum? Do you gain satisfaction from helping children grow in confidence, not only in their learning, but also in themselves? If so, then we have the job for you!

Bradwell Junior School are looking for a Level 2 TA to work across Key Stage 2, supporting pupils in lessons and working with small groups under the direction of the class teacher. This job will involve playing an active role in the whole life of the school and includes leading our morning Breakfast Club.

You will join a small, friendly and supportive team, who are committed to empowering everyone to thrive and succeed. Visits to the school are warmly welcomed. To organise a visit, or to find out more information, please email the school office on [info@bradwelljunior.chorustrust.org](mailto:info@bradwelljunior.chorustrust.org) or phone us on 01433 620473.

This post is for 15 hours (39 weeks, term time only) working Tuesday and Wednesday from 7.50am-3.50am with a 30-minute lunch break.

## Role summary

<b>Post title:</b>	Teaching Assistant Level 2
<b>Profile:</b>	LD2.5
<b>Grade:</b>	3
<b>Grade spinal point range:</b>	SCP 5 to 6
<b>Salary:</b>	£25,583 - £25,989 (pro rata £8,327 - £8,459)
<b>Accountable SLT post:</b>	Headteacher
<b>Line manager (if different):</b>	
<b>Staff to be supervised or line managed by post holder:</b>	N/A
<b>Post holder will work with:</b>	Teaching and support staff
<b>Holiday and sickness relief:</b>	By and for other support staff
<b>Purpose of post:</b>	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 and the classroom



**Version revised:** March 2022

**Contract:** 31<sup>st</sup> August 2028 15 hours/39 weeks

At Chorus Trust we are committed to the safeguarding of all our pupils, please visit our website to access our safeguarding and child protection policy at [www.chorustrust.org/policies](http://www.chorustrust.org/policies).

The trust will conduct an online search of the successful candidate in line with the DfE's keeping children safe in education advice.

The successful candidate will be required to complete a Disclosure and Barring Service (DBS) check in line with the Rehabilitation of Offenders Act (ROA) 1974 (Exceptions) Order 1975 and the Police Act Regulations.



## 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.

The specific duties and responsibilities include but are not limited to:

### Specific duties and responsibilities

- 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
- 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 pupils 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
- 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 the 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.
- Work in a flexible way to respond to the needs of the trust and to fulfil other duties and responsibilities appropriate to the grade and role as and when required.
- Be aware of and support difference and ensure equal opportunities for all.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Contribute to the overall ethos/work/aims of the trust/schools.
- Participate in relevant training, other learning activities and performance management as required.
- Team responsibilities: all staff are considered part of the overall trust team and may be required to provide assistance to colleagues in other areas from time to time commensurate with the role, skillset and grade.
- From time to time, to meet the needs of the trust, you may be asked but not expected to work hours additional to your normal working hours. The trust will give you as much notice as possible and you will be paid/recompensed for such work. Situations where this might be required are, for example: relevant key school events such as open evenings, exam results days, trips, clubs, training etc.

## Changes to these duties

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

REQUIREMENTS	Essential	Desirable	Assessment method A = application I = interview R = reference
<b>Knowledge, experience and skills</b>			
Understanding of principles of child development and learning processes	✓		A / I
Ability to self-evaluate learning needs and actively seek learning opportunities	✓		A / 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 with 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

<b>Qualifications</b>			
Good level of literacy and numeracy eg GCSE Maths and English at grade 4 or above.	✓		<b>A</b>
NVQ2 or 3 for Teaching Assistants or equivalent qualification or experience	✓		<b>A / I</b>
Training in the relevant strategies e.g. Birmingham Tool Kit, Lego therapy, Zones of Regulation, Sensory Circuits, Food Hygiene Certificate		✓	<b>A / I</b>
<b>Other skills</b>			
Can allocate some contractual time to after school staff meetings when appropriate.	✓		<b>A / I</b>
Can allocate some contractual time to the whole of, or part of, staff training days when appropriate	✓		<b>A / I</b>
Can maintain personal presentation that sets high standards for the pupils	✓		<b>A / I</b>
Can work within the spirit of Trust policies to do with Equal opportunities, Child Protection, Health & Safety, Finance, Smoking etc.	✓		<b>A / I</b>
<b>Interpersonal skills</b>			
Ability to maintain confidentiality	✓		<b>A / I</b>
Accuracy when receiving information (verbally and written) and communicate information effectively and accurately.	✓		<b>I</b>
Able to make a positive contribution to the team.	✓		<b>A / I</b>
Able to reflect on performance and further develop own knowledge and skills to improve performance.	✓		<b>I</b>
Maintains standards set by the organisation.	✓		<b>I</b>
Take responsibility for own actions.	✓		<b>I</b>
Ability to work alone unsupervised and manage own workload.	✓		<b>A / I</b>



## Child protection

A commitment to the responsibility of safeguarding and promoting the welfare of young people.

✓

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## Bradwell Junior School

Bradwell Junior School is situated in the village of Bradwell, in the Hope Valley in the north of Derbyshire. It welcomes 50 pupils through its doors, from Year 3 to Year 6.

The historic school building includes two classrooms with separate areas for small group work. Pupils benefit from a well-equipped food technology room, and regular access to community facilities such as the Bradwell Community Library and War Memorial Hall.

At Bradwell Junior School, we strive to create an environment where we are all learners, an environment where curiosity is encouraged and where a love for learning is fostered. Children, staff and parents work actively in partnership to enable all children to realise their individual full potential.



In addition to trust-wide benefits for all staff, those at Bradwell Junior School also have access to:

- Supportive and friendly staff and leadership team.
- Free staff parking.
- Active village community.
- Internationally renowned rural landscape on the doorstep.

You can view the school website at: [www.bradwelljunior.chorustrust.org](http://www.bradwelljunior.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](http://www.chorustrust.org).

