



# Dyson Perrins

CHURCH OF ENGLAND ACADEMY

LIFE IN ALL ITS FULLNESS

## BRIEF FOR THE POSITION OF TEACHING ASSISTANT



## DYSON PERRINS CHURCH OF ENGLAND ACADEMY

### Our Mission:

A Christian school which enables all students, regardless of beliefs, abilities or background, to reach their potential and flourish. 'Life in all its fullness' John 10:10.

### Our Vision:

- To deliver academic excellence every day.
- To enable character development and personal growth.
- To provide extra-ordinary experiences that create life-long memories.
- To create a supportive and happy learning community with a sense of togetherness
- To work in effective partnerships to have a positive influence across our community.

### Our School values:

*Belief*

*Trust*

*Resilience*

*Challenge*

Dear Applicant,

Thank you for showing an interest in joining Dyson Perrins.

This is an exciting opportunity and your contribution will help improve the life chances of our young people. Our students are wonderful and deserve the very best. You will join a supportive, committed and highly talented staff team who share high ambitions for our students. You will need to bring a sense of energy, a desire to continually improve and share our commitment to raising the achievement of every student. In return we will invest in your professional development and offer opportunities for further career development in the future.

"Pupils are happy and feel safe at this inclusive school. Leaders have created a culture in school which celebrates difference. As a result, pupils are respectful and welcoming to all. Staff have high expectations for pupils in all aspects of school life." Ofsted, June 2023.

Equality and diversity are important to us and we welcome applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief, or race. Dyson Perrins is a Church of England Academy so applicants should be in sympathy with the aims and philosophy of a Church School and willing to lead through our Christian values of belief, trust, challenge and resilience.

I hope you have been inspired to apply and I look forward to reading your application. We are happy to offer informal visits to the school so please do get in contact with any questions, for a conversation about the post or to arrange a visit.

Best wishes with your application.

Mike Gunston  
Headteacher



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**Teaching Assistant** – to start November 2026

**Hours** 30 hours per week, term time only (including TE Days)

**Part time may be considered**

**Salary:** FTE £25,583

Actual salary £17,742

**Grade:** TA2

We are seeking a committed and motivated Teaching Assistant to support students with Special Educational Needs. You will join an experienced, knowledgeable and supportive SEN team. This is a rewarding role for someone who is committed to making a real difference in the lives of young people and supporting them to achieve their full potential. You will be required to provide in-class support under the direction of the teacher and additional interventions outside the classroom under the direction of the SENDCO.

The successful candidate will be:

- Ambitious for all young people
- Committed to inclusion and supporting young people to overcome any barriers to learning
- Committed to professional development and continual improvement
- Willing to uphold our Christian values of trust, belief, challenge and resilience.

Dyson Perrins is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. If successful for this position you will be expected to apply for an enhanced disclosure from the Disclosure and Barring Service before appointment is confirmed. References will be sought on shortlisted candidates before interview.

We strive to be an Employer of Choice and are committed to the wellbeing and development of our colleagues. You will join a supportive, warm and friendly community. We reserve the right to close this vacancy early if we receive suitable strong applications. If you are interested in working with us, please apply without delay.

For a confidential discussion about this post, more information or to arrange a visit, please contact our HR team.

Email: [HR@dysonperrins.co.uk](mailto:HR@dysonperrins.co.uk)

Telephone: 01684 564751

Our online application process can be found using the following link to our website

<https://www.dysonperrins.worcs.sch.uk/page/?title=Work+For+Us&pid=12>

Thank you for your interest in Dyson Perrins Church of England Academy, We look forward to receiving your application form



## JOB DESCRIPTION

### Main Duties and Responsibilities as a Teaching Assistant

- To provide in-class support as directed by the SENCO, subject leaders and teachers
- Under the direction of the class teacher, to assist in the management of the whole class through the overt modelling of effective behaviour management techniques
- Under the direction of the SENCO, to develop and lead small group work for identified students requiring additional support
- To assist in the production of teaching and learning materials for students, including differentiating the materials
- To provide regular feedback to the class teacher and to the SENCO or the relevant line manager
- To use appropriate systems for recording the progress of students with learning difficulties
- To provide data and information to inform reviews as part of the graduated approach to SEND
- Complete break duties as required to support with positive behaviour
- Contribute to the overall ethos of the school
- Participate in training and other learning activities as required
- To provide and support with exam invigilating as and when required
- Support any whole year school trips/activities
- To take part in school activities such as Open Evenings, House activities, transition events with partner schools
- To communicate effectively with parents/carers of students, visitors to the school and colleagues

### Other Duties

- To undertake such other duties, training and/or tasks as may be reasonably required.
- To undertake Health & Safety duties commensurate with the post and/or as detailed in the School Health & Safety Policy.

### General Duties:

- To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training.
- To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job.

### Additional Information

- The post holder is required to contribute to and support the overall aims and ethos of the school. All staff are required to participate in training and other learning activities, and in performance management and development as required by the school's policies and procedures
- The post holder will be expected to observe safe working practices in carrying out the required duties and ensure that instructions specified by technical consultants, contractors and manufacturers are adhered to.



## Person Specification

|                                                                                                                                                                            | Essential | Desirable |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
| <b>Knowledge &amp; Experience</b>                                                                                                                                          |           |           |
| Have GCSE x 5 at grade C or above including English and Maths (or equivalent)                                                                                              | ✓         |           |
| Proven successful experience working with or caring for children in any setting                                                                                            | ✓         |           |
| Proven successful experience working with children with SEN needs in particular those with literacy and communication needs                                                |           | ✓         |
| Experience of working in a school setting                                                                                                                                  |           | ✓         |
| The ability to work constructively as part of a team, follow line management structures and understand classroom roles and your own position within those responsibilities | ✓         |           |
| The ability to take the initiative to support students presenting with a range of SEND                                                                                     | ✓         |           |
| To be able to form empathetic relationships with young people and be able to communicate their needs effectively to other professionals                                    | ✓         |           |
| Knowledge of strategies to recognise and reward efforts and achievements along with the ability to encourage students to become resilient and independent learners         | ✓         |           |
| <b>Skills &amp; Abilities</b>                                                                                                                                              |           |           |
| Ability to understand and apply school policies                                                                                                                            | ✓         |           |
| Ability to use own initiative as well as working within a team environment                                                                                                 | ✓         |           |
| Excellent communication and interpersonal skills                                                                                                                           | ✓         |           |
| Ability to communicate clearly and sensitively with children and adults                                                                                                    | ✓         |           |
| Ability to support children who may be unwell, understanding the importance of physical and emotional wellbeing                                                            | ✓         |           |
| Ability to establish rapport and respectful and trusting relationships with students, staff and other professionals.                                                       | ✓         |           |
| Ability to work constructively, understanding classroom roles and responsibilities and your own position within these.                                                     | ✓         |           |
| Flexible in approach to all work undertaken; be able to multi task                                                                                                         | ✓         |           |
| Ability to complete and maintain accurate manual and computerised records                                                                                                  | ✓         |           |
| Ability to adhere to working procedures and policies within the school environment                                                                                         | ✓         |           |
| <b>Personal Qualities</b>                                                                                                                                                  |           |           |
| Enthusiasm and a positive outlook                                                                                                                                          | ✓         |           |
| An open and friendly personality, willing attitude and intelligent approach to tasks.                                                                                      | ✓         |           |
| Well organised, energetic and self-motivated                                                                                                                               | ✓         |           |
| Excellent attendance and punctuality                                                                                                                                       | ✓         |           |
| Reliability and integrity                                                                                                                                                  | ✓         |           |
| A sense of humour                                                                                                                                                          | ✓         |           |
| Be prepared to develop and learn in the role and undertake training as and when required                                                                                   | ✓         |           |
| Ability to work effectively and supportively as a member of the school team                                                                                                | ✓         |           |

### Notes

- The job description allocates duties and responsibilities. It does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder will have regard to the needs and priorities of the school.
- The job description is not a comprehensive definition of the post and you may be required to undertake such tasks appropriate to the level of appointment as the line manager may reasonably require. It may be reviewed annually or earlier if necessary. You may discuss your job description with your line manager or the Headteacher at any arranged time.



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## Staff Benefits:

- A supportive and caring community
- Excellent CPD opportunities and career progression/ Professional development of support staff
- Weekly one to one coaching for teaching staff
- Centralised behaviour systems
- Employer Contributions to Teachers Pension Scheme or Local Government Pension Scheme
- Employee Assistance Programme for free and confidential advice
- Family friendly working arrangements and policies
- Eye Care Voucher scheme / Annual Flu Vaccination
- Free parking
- Member of Dyson Perrins Staff Association
- Laptop available for staff for business use
- Mental health and well-being support

## Our Commitment to Safeguarding:

Dyson Perrins Church of England Academy is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment.

An offer of employment will be conditional until an Enhanced DBS and medical clearance have been received. References will include your most recent employer and may be sought prior to interview. Any offer of employment will be conditional on the receipt of at least two satisfactory references.





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