

Early Years Learning Assistant

For further details please go to the Thomas's London
Day Schools website: thomas-s.co.uk/join-our-team
or email batjoinourteam@thomas-s.co.uk

thomas-s.co.uk



Thomas's London Day Schools

Welcome

A family-run group

Welcome to Thomas's London Day Schools. We are a family-run group of co-educational independent schools in central London, which seek to give an exceptional start in life to more than 2,000 children between the ages of two and eighteen.

Every member of the Thomas's community is expected to live by our most important school rule, which is simply to 'Be kind'.

Aims

We aim:

- To offer an exceptional education to young people aged 2 to 18 which is forward-thinking and outward-looking, with kindness at the core.
- To ensure that every member of our school communities learns and lives by a strong set of values.
- To enable our pupils to achieve academic success through a broad curriculum and a four-dimensional approach to education which develops knowledge, skills, character and metacognition.

Vision

Net contributors to society

Our vision is that every pupil leaves Thomas's with core values and a strong sense of social responsibility; inner strength and positive physical and mental health; academic success and a wide range of skills, interests and attributes; curiosity about the world and a love of learning. We strive to ensure that a Thomas's education equips all of our pupils with optimism about and preparedness for the future, setting them on a path to become net contributors to society and to flourish as successful, conscientious and caring citizens of the world.

Values

We subscribe to ten core values:

- Kindness and Courtesy
- Honesty and Respect
- Perseverance and Independence
- Confidence and Leadership
- Humility and being Givers, not takers

*The Heads and Principals
Thomas's London Day Schools*

Welcome to Thomas's Battersea

Thomas's Battersea is a dynamic, forward-thinking prep school for pupils aged 3 to 13.

As a school of excellence, we prepare pupils superbly both for the next stage of their education, and for their lives ahead of them. We do so with kindness at the heart of everything, and the broad curriculum encourages every child to find their something. High quality, creative teaching is the norm, and our outcomes are exceptional.

The result? We do not just produce great academics, athletes and artists; we produce great people, preparing them to be the citizens of tomorrow – and we're most proud of that. Restlessly innovative, we strive to equip our pupils with the knowledge, the skills, the character and the self-understanding which will empower them not merely to survive, but to flourish in their everyday lives.

We are a busy, exciting and purposeful school; its Edwardian and modern buildings are places of discovery, kindness and fun. A stunning courtyard garden, around which the day unfolds, breathes a potent combination of life and calm into the heart of the school.

If you share our commitment to providing a first-class education, fostering a love of learning, and shaping the leaders of tomorrow, please apply to join our exceptional team.



Application Details

We are looking to appoint an experienced Learning Assistant to work alongside our teaching teams, delivering outstanding academic and pastoral support to our pupils alongside supporting the teachers from an administrative and organisational perspective.

This will be a full-time, permanent contract, commencing in January 2027.

Thomas's Battersea is part of a flourishing, family-run group of independent, co-educational day schools offering a broad and innovative curriculum, with high academic standards.

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Competitive salary and conditions are offered.

Closing date:

Friday, 25th September 2026 at 9am

Online interview date:

Week commencing Monday, 28th September 2026

In-person interview date:

Wednesday, 7th October 2026

Start date:

Wednesday, 6th January 2027

Benefits

- Continuous Professional Development opportunities
- Employee Assistance Programme - offering a wide range of benefits to support employee physical, mental and financial health needs
- Group Personal Pension Plan, administered by Aviva. The employer contribution is set at 22% of salary with the default employee contribution set at 10% of salary.
- Death in Service Benefit
- Group Income Protection
- Free Daily school meals during term time
- Cycle to Work Scheme

Safeguarding

Thomas's London Day Schools are committed to safeguarding the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment and work in accordance with our child protection policies and procedures. All posts are subject to screening appropriate to the post including checks with past employers and the DBS service. The school will undertake online searches on shortlisted applicants and may require applicants to provide details of their online profile, including social media accounts. For details of the checks which will be undertaken as part of our recruitment process, please see our Safer Recruitment Policy which can be found here www.thomas-s.co.uk/policies/ under the 'Thomas's Policy' tab.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

As an equal opportunities employer, Thomas's is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity or marriage and civil partnership. Thomas's aspire to have a diverse and inclusive workspace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join the Group.

The Role

Early Years Learning Assistant

Reporting to:

Head of Lower School

Key Areas of Responsibility

- Participating in planning, assessment, teaching, monitoring, evaluation, and record keeping
- Helping pupils to learn as effectively as possible both in group sessions and individually by:
 - Reinforcing the learning principles being introduced by the teacher
 - Ensuring that they are able to use equipment and materials provided
 - Motivating, encouraging, and supporting
 - Meeting physical needs whilst encouraging independence
 - Establishing a supportive relationship with the pupils in order to promote self-esteem
- Promoting personal and social development and citizenship skills
- Providing observational feedback about pupils to the class teacher
- Assisting class teachers (and other professional staff) in the development and delivery of provision
- Working with individuals and small groups, as required, to support learning
- Manage the learning environment both indoor and outdoor in consultation with other staff to enhance learning experiences and pupil progress (where applicable)
- Having an awareness of confidential issues linked to home/pupil/teacher/school work and to keep confidences appropriately
- Attending relevant in-service training (CPD) and contributing to school development
- To cover for the class or specialist teachers in their absence
- Developing a knowledge of pupils' learning support needs
- Carrying out other general duties consistent with a support role
- Undertake such other duties as may be required, and participate in school trips



Person Specification

Practical Skills, Qualifications and Experience

- Qualified to NVQ Level 3 or equivalent
- Has a good rapport with children from the ages of 3-13
- Has experience working in a school environment (desirable not essential)
- Has high expectations of pupils' attainment and behaviour
- Works effectively as part of a team
- Is comfortable taking direction from class teacher(s) and senior staff
- Has experience of EYFS (desirable not essential)



Personal Qualities

- Is keen, self motivated, dynamic and flexible
- Is enthusiastic and enjoys contact with children
- Encourages individual development and progress
- Appreciation and resonance with Thomas's values, above all Kindness and Givers Not Takers

This role involves regular contact with children and falls within the category of regulated activity; therefore, the school will conduct safeguarding checks, including an enhanced DBS check and a barred list check. Should you receive any cautions or convictions whilst in our employment these must be reported immediately to your line manager.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and work in accordance with our child protection policies and procedures.

The post holder will have responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact and will be required to adhere to the school's policies at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the school's Designated Safeguarding Lead (DSL) or Deputy Designated Safeguarding Lead (DDSL) immediately.



**Be Kind
Be Thomas's**