

Hunsbury Park Primary School

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| Job Title: Teaching Assistant (Mainstream) | |
| Starting Date: 1 st September 2026 | Responsible to: SLT |
| Salary Grade: Orbis Scale Points 7 - 9 £24,521 to £25,331 FTE Actual annual pro-rata salary £18,698 to £19,316 | Hours: 32.50 hours per week - 8:30am – 3:30pm Mon-Fri 195 days per year (39 weeks) |

We are seeking a dedicated and compassionate Teaching Assistant to provide class, small group and sometimes 1:1 support across Mainstream, working with all children, including those with special educational needs. This is an excellent opportunity for someone passionate about making a real difference to children's educational journey and helping them achieve their full potential.

Outline of Role

To support all children on a whole class basis, in a small group or sometimes a 1:1 basis, providing interventions (as directed by the class teacher or SENDCo) to enable all children to be successful.

What Hunsbury Park Offers its Staff:

At Hunsbury Park Primary School, we believe in fostering an environment that not only supports our pupils but also our dedicated staff.

We offer:

- **Wellbeing days** to enable you to have a paid day off for yourself.
- **Golden Tickets** for toil days (time off in lieu) to acknowledge and reward those who go above and beyond.
- Happy, well-behaved and confident **children**.
- Termly **whole staff treats** as a token of appreciation for your hard work and commitment.
- Access to **Westfield Health** with money towards eye care, dental and more. As well as 24/7 phone access to a GP. This also gives access to an employee benefits' portal, which includes **discounts at 100s of online high street stores**, turning points into cash.
- A **friendly, welcoming and supporting staff culture** that champions collaboration.
- A **beautiful school and nursery environment** that is well-cared for and continually improved.
- The chance to be part of a school that is **passionate about inspiring** our children and enabling them to reach their full potential.
- A commitment to **Continued Professional Development (CPD)** to enhance your professional growth. This includes 5-7 INSET days a year for dedicated staff development as well as access to the National College for further self-guided learning.
- **Free on-site parking**.
- Term-time position - **enjoy your 13 weeks holidays!**
- **Cycle to work** scheme.
- **Trust socials** as we are part of the Orbis Education Trust.

Job Purpose

You will work closely with all pupils across the school, including those who have an Education, Health and Care Plan (EHCP). You will provide tailored support to all children to enable them to access the curriculum and develop their independence. Working under the guidance of the class teacher and SENCO, you will implement personalised strategies and interventions, helping to remove barriers to learning and supporting children's social, emotional and academic development.

Your responsibilities will include supporting children's learning across all curriculum areas, implementing specific intervention programmes, promoting positive behaviour and emotional regulation, stretching and challenging our learners and fostering independence and social skills. Building positive relationships with parents and carers to support consistency between home and school will also be an important part of your role.

Job Description

This job description sets out the major duties and other tasks associated with the stated purpose of the post. The duties of the post could vary from time to time resulting from new legislation, changes in technology or policy changes and in this case appropriate training may be given to enable the post-holder to undertake this new/varied work.

This job description may be amended at any time following discussion between the Headteacher or other senior staff and the member of staff and will be reviewed annually.

ALL STAFF are expected to:

- set an example of personal integrity and professionalism
- fully support the ethos and promote the agreed vision and aims of the school.

Key responsibilities

- To provide support, scaffolding and challenge for children to enable everyone to access the curriculum and to deepen their learning.
- To work within a class, with groups of children or with individuals on a 1:1 basis, supporting them with their needs.
- To take responsibility for running interventions, under the direction of the teacher, including those which meet the provisions set out in EHCPs or Individual Learning Plans (ILPs).
- Provide sensitive, person-centred support for pupils with self-care needs, including toileting, eating, personal hygiene and dressing, maintaining dignity and promoting independence in line with individual care plans and school policies.
- To support the facilitation of pupil's inclusion into whole class activities, break/lunch times and school events
- To support the teacher to ensure that resources are prepared for lessons.
- To assist with creating high quality displays in school.
- To communicate effectively with the class teacher, ensuring you are well prepared for lessons, know what is expected of you and that you feedback to the class teacher about the children you have been working with.
- To build positive, professional relationships with all stakeholders (parents, staff and pupils).
- To always act professionally, demonstrating the school values.
- To work as part of a class/phase/school team to support others and ensure children are supported.
- To supervise children during break times, ensuring they are happy and safe.
- To promote the school's culture of safeguarding by ensuring that all safeguarding practices and procedures are followed effectively and following the requirements of Keeping Children Safe in Education.
- Carry out all other reasonable duties, as directed by the class teacher, phase leads, SENDCo or Headteacher/Head of School.

Person Specification

| CRITERIA | ESSENTIAL | DESIRABLE |
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| Skills and Qualifications | <ul style="list-style-type: none"> • Good general knowledge of English and maths. • At least NVQ2 qualifications or GCSE C or above in both English and Maths. • IT literate. • Ability to deliver interventions, using programmes/resources which school provide. | <ul style="list-style-type: none"> • Appropriate qualifications related to working with children. • First Aid qualification. |
| Experience | <ul style="list-style-type: none"> • Experience working with children of Primary School age. | <ul style="list-style-type: none"> • Experience of working with children with SEND. • Prior experience of working as a Teaching Assistant. |
| Knowledge and understanding | <ul style="list-style-type: none"> • Willingness to attend training throughout time in post to develop further knowledge. | <ul style="list-style-type: none"> • Knowledge of a range of SEND needs such as ASD, ADHD, Communication and Interaction difficulties especially for those children who are non-verbal and Social and emotional difficulties. |
| Safeguarding | <ul style="list-style-type: none"> • Current DBS • Knowledge of current safeguarding and child protection policies. • A commitment to safeguarding. | |
| Personal Qualities | <ul style="list-style-type: none"> • Good communication skills with children and adults. • Committed and motivated. • Nurturing and approachable. • Able to stay calm. • Flexible and resourceful. • Works well in a team, or independently as needed. • Uses initiative. • Willingness to contribute to whole school life. • Can support children with a variety of needs. • Has good time management and organisational skills. • Able to support and model the school values, instilling these in the children they work with. • Smart and professional. | <ul style="list-style-type: none"> • Keen to progress and continue learning/developing. |

We encourage school visits and should you wish to organise this or for further information, a copy of the full job description or an application form please contact Louise Kinning, Office Manager on 01604 761566 or email: kinning@hunsburypark.org

All applications must be on a Hunsbury Park Primary School application form and should be submitted by email to Louise Kinning at the above email address. CVs will not be accepted, and it is advised to add a cover letter to support your application.

We are committed to safeguarding and protecting the welfare of children and expect all staff to share in this commitment. This post is subject to safe recruitment practices and all necessary checks will be made prior to employment commencing.

Hunsbury Park Primary School reserves the right to interview early for the right applicant.

Closing Date for Applications: 26th June 2026

Interviews To Take Place: Week beginning 29th June 2026