

Headteacher: Liam Fielding
Blackawton Primary School
Blackawton, Totnes TQ9 7BE
T: 01803 712363
Email: admin@blackawtonprimary.org.uk
Website: www.blackawtonprimary.org.uk



1:1 Teaching Assistant (Nursery through school)

Hours: 32.5 hours/week, 39 weeks/year

Salary: NJC Grade C

Contract: Permanent (full-time/part-time/job-share available)

Location: Blackawton Primary School

Closing date: Sunday 22 March 2026

Interview date: Thursday 26 March 2026

About the role

To work under the instruction of teaching/senior staff to support children across Nursery, key stages 1 and 2. Experience of working with children with some additional educational or behavioural needs is highly desirable. We are seeking a dedicated and nurturing Learning Support Assistant to support the provision of consistent 1:1 support for a child in our nursery and continuing with them as they move through the school.

This role is ideal for someone passionate about supporting children with additional needs and who values building strong, long-term relationships that help children thrive.

We are open to job share arrangements and welcome applications from candidates seeking flexible working patterns.

Key responsibilities

- Provide 1:1 support to an identified child, adapting learning activities to meet individual needs
- Work under the guidance of teaching and senior staff to implement agreed learning and SEND plans
- Support learning and development both inside and outside the classroom, including outdoor learning
- Encourage independence, positive behaviour and cooperative play
- Monitor and observe progress, providing accurate feedback to teachers and senior staff
- Help create a safe, secure, and emotionally supportive learning environment
- Support children during transitions, routines, and where required, lunchtimes
- Accompany children on school trips and visits, taking responsibility for a group under supervision
- Act as a positive role model, setting high expectations for learning and behaviour
- Work with objectives from outside professionals.

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Working relationships

- Build strong, trusting relationships with children
- Work collaboratively with teachers, senior staff and wider school teams
- Communicate sensitively with parents and carers under the direction of senior staff
- Share observations and information appropriately to support each child's development
- Promote the inclusion and acceptance of all pupils to ensure that all pupils have equal access to opportunities to learn and develop

Administration & record keeping

- Contribute observations and progress updates to the school's recording systems
- Provide general administrative support, including accident and incident recording where required
- Attend relevant meetings as required

Safeguarding & professional responsibilities

- Work within school policies and procedures relating to child protection, safeguarding, health, safety and security, confidentiality and data protection
- Promote and uphold Ofsted requirements at all times
- Support safeguarding, health & safety, equality, diversity, confidentiality and data protection
- Contribute positively to the ethos, values and wider life of the school and Education South West
- Engage in ongoing professional development and training

Physical & working environment

- Active role involving working directly with children, including those with physical needs.
- Daily lifting, bending, tidying and preparation of learning environments
- Work indoors and outdoors, and occasionally off-site on trips
- Moderate noise levels typical of early years and school settings

What we're looking for

- Ideally NVQ Level 2/3 and experience supporting children, including SEND and 1:1 work
- A calm, patient and child-centred approach
- Strong communication and teamwork skills
- Commitment to inclusion, safeguarding and continuous development

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Why join us?

- Opportunity to make a meaningful long-term difference in a child's life
- Training, learning activities and performance development, as required
- Work with a supportive team and clear guidance from experienced staff
- Flexible working options, including job share
- A welcoming, inclusive school community

This job description does not form part of the contract of employment. It describes the way in which the post holder is expected and required to perform and complete the particular duties as set out above and will be reviewed on an annual basis (or as needs arise) and following consultation with you, may be changed to reflect changes in the job requirements.

Education South West is committed to safeguarding and protecting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post. This includes checks with past employers, an online check of publicly available information, including social media, and an enhanced disclosure via the Disclosure and Barring Service.

Please note: We reserve the right to close this vacancy early if we receive a high volume of applications. We encourage early applications, as this vacancy may close sooner than the advertised deadline. Interviews may take place on a rolling basis and be conducted prior to the closing date.

Person specification: Teaching Assistant

Attribute	Essential	Desirable	Method of Assessment
Experience	Experience of working with children of relevant age in an early learning environment.	<p>Experience of working with children with additional needs</p> <p>Experience of working 1:1 with SEN child.</p> <p>Experience of working in a school environment.</p> <p>Experience of working as part of a team.</p>	<ul style="list-style-type: none"> • Application form • References • Interview
Practical Skills	<p>Ability to relate well to children and adults including other professionals, carers and parents.</p> <p>Ability to demonstrate and promote good practice in line with the ethos of the school indoors and outdoors.</p>	Consistent approach with children and parents.	<ul style="list-style-type: none"> • Application form • References • Interview • Practical task and assessment

	Firm commitment to protecting and safeguarding children at all times.		
Communication	<p>Have sufficient understanding and use of English to ensure the well-being of children in their care</p> <p>Can communicate effectively with adults and children</p> <p>Keep written records of children's achievements including observations</p>	Ability to promote and market the service to the wider community	<ul style="list-style-type: none"> • Application form • References • Interview • Practical task and assessment
Personal Qualities	<p>To work constructively as part of a team to understand nursery/foundation stage unit roles and responsibilities and own position in them</p> <p>Have a calm, consistent approach and be warm, welcoming and personable</p> <p>Able to maintain confidentiality</p>	Working knowledge of relevant policies and codes of practice and awareness of relevant legislation.	<ul style="list-style-type: none"> • Application form • References • Interview • Practical task and assessment
Technology / IT Skills	Ability to use other technology to support	Ability to effectively use ICT to support learning	<ul style="list-style-type: none"> • Application form

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	learning such as video and photocopier.		
Education and Training	<p>Numeracy and literacy skills at least equivalent to level 2 of the National Qualifications Framework</p> <p>Willingness to participate in other development and training opportunities.</p> <p>Understanding of principles of child development and learning processes and in particular barriers to learning</p>	<p>NVQ Level 2/3 in Early Years Education or Playwork</p> <p>Actively participate in training or development as and when identified by line manager as essential for performance of the post.</p>	<ul style="list-style-type: none"> • Application form • References • Interview • Practical task and assessment
Equal Opportunities	Education South West and its staff seek to eliminate discrimination, advance equality and foster good relations.		◦ Demonstrate knowledge at Interview
Physical	Able to carry out the duties of the post with reasonable adjustments where necessary.		