

## Hunsbury Park Primary School

Job Title: 1:1 Teaching Assistant SEND Support (Temporary Fixed Term – end of academic school year).	
Starting Date: ASAP	Responsible to: SLT
Salary Grade: £24,310.82 - £25,067.28 (FTE)	Hours: 8:30am – 3:30pm Mon-Fri 39 weeks (including training days)

We are seeking a dedicated and compassionate Teaching Assistant to provide 1:1 support across Mainstream and our unit, working with children with special educational needs on fixed term basis. This is an excellent opportunity for someone passionate about making a real difference to a child's educational journey and helping them achieve their full potential.

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.
- Half-termly shout outs and rewards to celebrate individual contributions.
- 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.
- Trust socials as we are part of the Orbis Education Trust.

Closing Date for Applications: **Wednesday 4th March 2026**

Interviews To Take Place: Wednesday 10th March 2026

*If this role attracts sufficient interest before closing date, we may decide to close and interview this vacancy at an earlier date, so an early application is advised*

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: [lkinning@hunsburypark.org](mailto:lkinning@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.*

## **Job Description**

**Job Purpose:** You will work closely with pupils who have an Education, Health and Care Plan (EHCP), providing tailored support 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 the child's social, emotional, and academic development.

Your responsibilities will include supporting the child's learning across all curriculum areas, implementing specific intervention programmes as outlined in their EHCP, promoting positive behaviour and emotional regulation, 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.

### **Outline of Role**

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

### **Key responsibilities**

- To provide support and scaffolding for children to enable everyone to access the curriculum and to be challenged in their learning.
- To work with groups of children or 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.
- 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 in the facilitation the pupil's inclusion in 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.

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.

*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.*

## Person Specification

CRITERIA	ESSENTIAL	DESIRABLE
Skills and Qualifications	<ul style="list-style-type: none"> <li>• Good general knowledge of English and maths.</li> <li>• At least NVQ2 qualifications or GCSE C or above in both English and Maths.</li> <li>• IT literate.</li> <li>• Ability to deliver interventions, using programmes/resources which school provide.</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate qualifications related to working with children.</li> <li>• First Aid qualification.</li> <li>•</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Experience working with children of Primary School age.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with children with SEND.</li> <li>• Experience of working with children on a 1:1 basis.</li> </ul>
Knowledge and understanding	<ul style="list-style-type: none"> <li>• Willingness to attend training throughout time in post to develop further knowledge.</li> </ul>	<ul style="list-style-type: none"> <li>• 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.</li> </ul>
Safeguarding	<ul style="list-style-type: none"> <li>• Current DBS</li> <li>• Knowledge of current safeguarding and child protection policies.</li> <li>• A commitment to safeguarding.</li> </ul>	
Personal Qualities	<ul style="list-style-type: none"> <li>• Good communication skills with children and adults.</li> <li>• Committed and motivated.</li> <li>• Nurturing and approachable.</li> <li>• Able to stay calm.</li> <li>• Flexible and resourceful.</li> <li>• Works well in a team, or independently as needed.</li> <li>• Uses initiative.</li> <li>• Can support children with a variety of needs.</li> <li>• Has good time management and organisational skills.</li> <li>• Able to support and model the school values, instilling these in the children they work with.</li> <li>• Smart and professional.</li> </ul>	<ul style="list-style-type: none"> <li>• Keen to progress and continue learning/developing.</li> <li>• Willingness to contribute to whole school life.</li> </ul>