



Kettering Buccleuch Academy

The best in everyone™

Part of United Learning

Welcome to Kettering Buccleuch Academy

APPLICATION PACK

Teaching Assistant

Salary: £19,382.34 actual / £25,918 FTE

Hours: 32.5 hours per week, 39 weeks per year

Start Date: ASAP

Closing Date: 30th April 2026

An Academy of Excellence and Character



Respect ■ Ambition ■ Determination

Kettering Buccleuch Academy is seeking to appoint an enthusiastic and ambitious Teaching Assistant

You will work with individual pupils, as well as groups and whole classes, to support pupils to engage in learning so they can become independent learners.

Kettering Buccleuch Academy is part of United Learning, a unique group of independent and state schools working together to achieve the best in everyone. Our vision is to provide excellent education, so that all young people can make a success of their lives. To achieve this vision, we need to make sure we attract, develop and reward the key ingredient – high quality staff such as you.

Kettering Buccleuch Academy is committed to equal opportunities and to the protection and safety of all students and adults. We expect all staff and volunteers to share these commitments. The post will be subject to an enhanced DBS Disclosure.

The successful candidate will fully embrace our values of Respect, Ambition and Determination, and will have a commitment to high quality, innovative Character Education and unapologetically high expectations for all.

“Pupils achieve well at this popular and thriving school. Students preform exceptionally well in the sixth form. Pupils, including children in the early years, benefit from a vibrant learning environment. The school is inclusive.”

(Ofsted, October 2021)



A message from the Principal

Dear Colleague,

Thank you for considering Kettering Buccleuch Academy as the next step in your career. We are delighted that you are exploring the opportunity to join our KBA family. At KBA, we provide a first-class education for children and young people in Kettering and the wider area. Our culture is one of unapologetically high standards and ensuring that our students and staff feel equipped, valued, encouraged and cared for. We prioritise ensuring that every student has the support they require to be the best version of themselves and we expect all our students to be intentional in their aspirations. We are committed to the continual development of our staff and to a focused and consistent approach to teaching and learning. KBA is a warm and vibrant place to work where creativity, diversity and a love of learning are at the heart of our moral purpose.

Kettering Buccleuch Academy is proud to be part of **United Learning**, a nationwide network of academies, primary schools, and independent schools. Our shared motto, *“The Best in Everyone,”* reflects our commitment to excellence and to helping every individual reach their full potential.

The safety and wellbeing of our students is at the heart of everything we do. We work together to provide every student with the best opportunities. Character education is integral to our curriculum and allows students to build confidence, growth mindset and resilience so they can achieve their goals. We strive to be exceptional in all that we do and firmly believe excellence is a habit. Every one of us has untapped potential and our strong culture of encouraging and supporting each other allows us to unleash this potential. We recognise that as individuals we are strong but understand that together we are stronger and we celebrate the diverse nature of our community, working in harmony to achieve our vision.

Trust is fundamental at KBA. We trust our staff to perform their roles with professionalism while maintaining a healthy balance between work and personal life. You will find many initiatives to support staff wellbeing as you progress in your career with us.

Thank you for considering Kettering Buccleuch Academy where we work together to bring out the best in everyone.

Chloe Buckenham

Principal

“Our school is a beacon for our community. I am so proud of KBA and all that it stands for. The Leadership Team has ensured that the school remains an important part of the community.”

(Staff Survey, November 2025)

Why work for us?

Since becoming an academy in September 2009, Kettering Buccleuch Academy has seen many exciting changes. We are an all-through academy catering for students aged 4-18. We moved into our new, purpose-built building in January 2013 and since then the academy has continued to go from strength to strength. Our staff are happy and motivated, and we have a supportive culture with plenty of opportunities for personal growth. We offer a range of benefits including a wide CPD offer, wellbeing and workload manifesto, Health Cash Plan, covering healthcare lifestyle and retail benefits, and an on-site gym which is free for all staff to use.

Our pledge to all our academy staff, is that by working for us you will benefit from more pay, more time, and more support. We offer the best pay in the sector, three extra INSET days for planning, a genuine flexible working approach considered, guaranteed personal days, great training for your career, and more.

We are proud to be Pearson Silver Award Winner (2023) in the category of Secondary School of the Year and were delighted to achieve this recognition for our students, parents and staff.

The leadership of the school is highly focused on creating an environment in which teachers can focus on their core role: to deliver excellent lessons. The student behaviour system is simple, easy to administer in lessons, and focuses on ensuring students benefit from disruption free learning.

“Staff morale is highly positive. Staff say that they value leaders’ consideration of their workload and well-being. One member of staff wrote, ‘I have never worked at a school with such inspirational leadership.’”

(Ofsted, October 2021)



Our Vision

“To foster an inclusive community where every student thrives, enriches their skills and character, and achieves academic excellence.”

Our Mission

“We are a flagship for all academies. Our educational environment is safe, stimulating, positive and supportive. We believe hard work equals success.”

Our Values

At Kettering Buccleuch Academy, we are committed to providing a friendly and safe environment for all students and staff. Our values are at the heart of everything we do, and we strive to instil them in our students through our daily interactions, policies and practices.

We are committed to providing world class education through which all pupils can progress, achieve and go on to succeed in life. Our approach is underpinned by a sense of moral purpose and commitment to doing what is right for children and young people. We support colleagues to achieve excellence and act with integrity in all our dealings within and beyond our community, with the best interests of young people always at the heart. We summarise this ethos as ‘the best in everyone’.

This ethos underpins our core values:

RESPECT

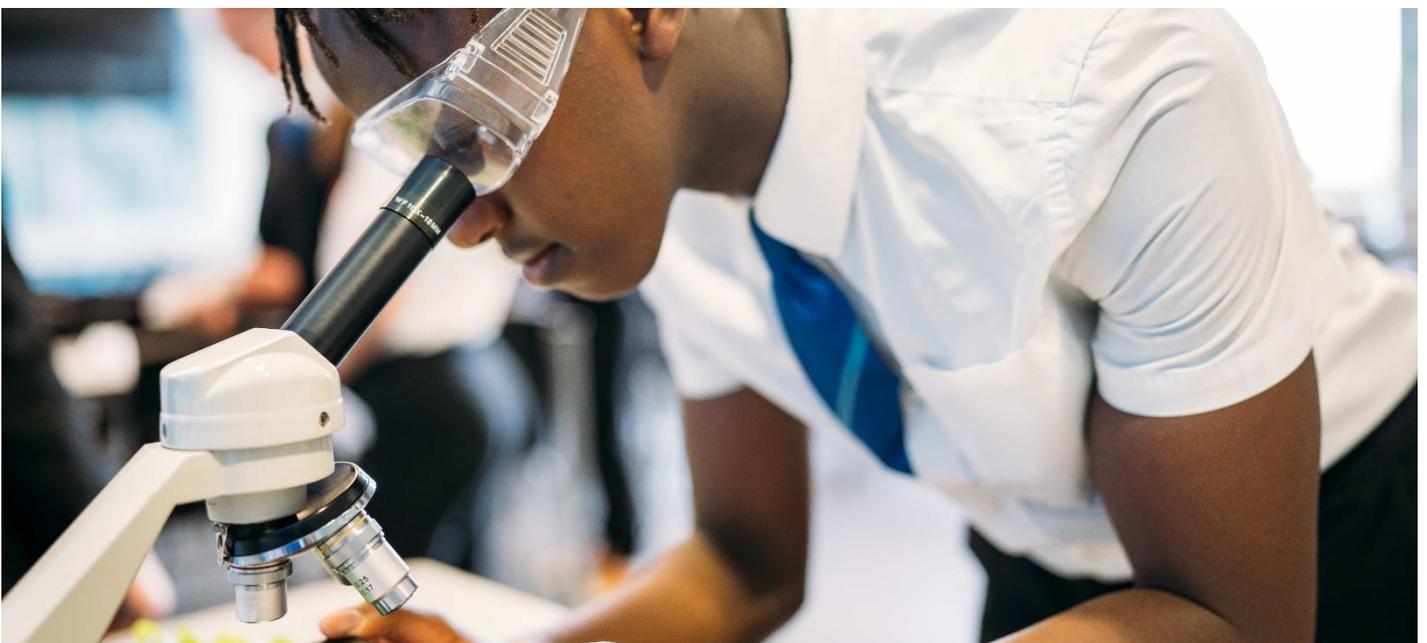
A quality shown through thinking and acting in a positive way about yourself and others.

AMBITION

A strong desire to achieve something.

DETERMINATION

The ability to continue to try, although it may be difficult.



A School of Character

Kettering Buccleuch Academy's Personal Development and Character Education Programme is delivered through the curriculum, assemblies, tutor time reading, PHRSE and many other facets.

The Character programme is based on our core values of respect, ambition and determination.

We understand that there is more to a good education than just academic success. Our school aims to develop character, compassion and service. Young people are expected to contribute to their school and to society; to try things which they think they cannot do; to persist in the face of difficulty; to become resilient in overcoming obstacles; to manage themselves; to work independently on things which challenge them; to work with others and in teams; to be courageous and caring; and to lead.

We want young people to look back on a joyful schooling which has inspired and challenged them, given them wide opportunity and prepared them for the pressures of adult life. We are therefore committed to providing all our students with a broad and balanced curriculum as well as cultural and social experiences that broaden horizons and support the development of character.

We fundamentally believe in nurturing talent within our staff body. Our CPD programme focuses on developing teaching and learning practices and techniques to ensure we become the best possible practitioners in the classroom. Further, we actively support staff in their CPD and ensure all leaders have formal leadership training through avenues such as the United Learning Leadership Development programmes as well as the National Professional Qualifications. Alongside this, we create succession planning for future senior positions.



Part of United Learning

Kettering Buccleuch Academy is part of United Learning; a large and growing group of schools aiming to offer a life changing education to children and young people across England.

Our schools work as a team and achieve more by sharing than any single school could. Our subject specialists, our group-wide intranet, our own curriculum and our online learning portal all help us share knowledge and resource, helping to simplify work processes and manage workloads for an improved work-life balance.

As a group, we can reward our staff better: with good career opportunities, better pay, benefits, and ultimately, the satisfaction of helping children to succeed. We invest in our staff wellbeing and our academies each have at least eight INSET days per year (with three of those solely dedicated to planning), and an ongoing group-wide wellbeing programme. It's an ethos we call 'the best in everyone'.

“At the heart of leaders’ ambition is a commitment to the professional development of staff.”

(Ofsted, October 2021)



“The staff and students at KBA make it a special place to work.”

(Staff Survey, November 2025)

About Northamptonshire

Kettering Buccleuch Academy is situated within close reach of Kettering town centre. Kettering is a historic market and industrial town located in North Northamptonshire. It has great transport links direct into London by train in about an hour. It also has direct access to the A14, linking it with the A45 and M1. There is a wide range of attractions both in the town and the surrounding county, such as:

- Museums and theatres – Kettering Museum and Art Gallery, The Lighthouse Theatre, The Royal and Derngate
- Manor houses and gardens – Boughton House, Kirby Hall, Rockingham Castle
- Great retail outlets - Rushden Lakes
- Excellent value for your money on houses and flats
- Historic surrounding market towns and villages with local markets
- Variety of cycleways - Cycle Northants
- Wide range of country walks to take you away from the pressures of modern living
- Parks, lakes and water sports – Wicksteed Park, Stanwick Lakes
- Great sporting scene – Northampton Saints, Northamptonshire County Cricket Club & Kettering Town Football Club
- Picturesque golf courses – Kettering Golf Club
- Beautiful parkland and forests
- Canals and rivers



Wicksteed Park



Kirby Hall



Northampton Saints



Royal and Derngate Theatre



Boughton House

Job Description and Person Specification

Job Description – Teaching Assistant

Kettering Buccleuch Academy is committed to equal opportunities and to the protection and safety of all students and adults. We expect all staff and volunteers to share these commitments.

Reporting to:
SENDCO

Core Description

The post holder will be expected to have demonstrable expertise/specialism. Expertise will be required across a range of areas, with the ideal post holder being fully flexible across a range of the following areas of expertise:

- Engagement, motivation, individual, small and whole group tutoring
- The teaching of Literacy/EAL/Numeracy/Multi-Disciplinary subject areas across all phases
- Social, emotional and mental health teaching and coaching, including the ability to assist teachers in effective strategies to best manage behaviour for learning
- Specialist cognition, sensory and physical support knowledge in order to facilitate individual and group access to learning. The ability to assist teachers in effective strategies to best support children with specific additional needs

The post is required to potentially work across all phases of the academy and is a flexible role working as part of a team of support staff to best facilitate academy aims in supporting excellent achievement. The post will include supervision of students and the post holder should be able to work with whole classes.

Although duties involve the interpretation of recognised procedures or guidelines, post holders will be expected to use considerable initiative and contribute to planning over the short and medium term. The work will involve responding independently to unexpected problems and situations. The post holder has access to a line manager for advice and guidance on unusual or difficult problems, but will be expected to be able to function independently exercising good professional judgement.

As with all staff within the academy, the post holder is expected to embody and support the academy ethos and values at all times, both within the academy and in all interaction with outside agencies and our community.

Examples of Duties

‘Pupils’ includes work with individual pupils as well as groups and whole classes.

- Planning, preparing and delivering lessons for pupils;
- Making sure that the pupils you support are able to engage in learning and stay on task during the lesson or activity so they can become independent learners;
- Assessing the development, progress and attainment of pupils;
- Reporting on the development, progress and attainment of pupils;
- Maintaining and collating records of pupil needs and progress;
- As appropriate, looking after sick/upset pupils and attending to physical needs;
- Working independently and under the direction of the line manager to undertake a range of tasks including intervention programmes to support learning e.g. supporting literacy and numeracy work, listening to reading etc.;
- Undertaking tasks to support the curriculum and assisting with events organised as part of the curriculum e.g. organising and scheduling pupils' annual review meetings;
- Working with pupils, either one-to-one or in small groups, some of whom may have Special Educational Needs;
- Assisting teaching staff to ensure that the aims and objectives of the academy are achieved;
- Supporting implementation of Government initiatives under the direction of the teacher;
- Developing and maintaining effective links with other agencies to maximise resources available in the

school;

- Provide support outside of your normal classes, for example helping during exams, covering TA absences or going on school trips;
- Attending meetings of school staff, e.g. whole school staff meetings/curriculum development meetings, team meetings, where required;
- Attending and contributing to SEND and other review meetings if required by the Principal and, where appropriate, disseminating information to other Teaching Assistants;
- Help with extracurricular activities such as homework club, after-school clubs, and revision sessions.

The duties and responsibilities identified above are offered to give an indication of the type and range of responsibilities, however, post holders will almost certainly be expected to carry out other work not explicitly mentioned above which is considered to be appropriate to the level of responsibility vested in the post.

Performance Management

- To take part in the academy's staff development programme by participating in arrangements for further training and professional development
- To continue personal development in the relevant areas
- To actively engage in the Performance Development Review process

Knowledge, Skills and Experience

- Keep up to date with current national information and statistics in relation to your subject
- Review and maintain your own professional practice through agreed development activities
- Ensure statutory requirements are met
- Ensure a secure knowledge and understanding of all academy policies and procedures

Academy Policy

- To contribute to development of, and adherence to, academy policy
- To communicate effectively with the parents of students as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside the academy
- To follow agreed policies for communication in the academy
- To take part in marketing and liaison activities such as Open Evenings, Parents' Evenings, review days and liaison events with partner schools
- To attend directed time meetings
- Support the academy vision and ethos

Personnel

- To work as a member of a designated team and to contribute positively to effective working relations within the academy
- Communicate effectively to all members of the team
- Work collaboratively with other staff and outside agencies
- Meet in accordance with calendared meetings and with line managers as agreed
- Support the guidance, coaching and mentoring of staff

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may therefore be altered from time to time to reflect the changing need of the service, always in consultation with the post holder.

Every member of staff at Kettering Buccleuch Academy has a responsibility to promote and safeguard the welfare of children and young people with whom they come into contact.

We are an inclusive academy and strive to be a learning, caring and thriving institution.

We take the safeguarding of students and staff seriously at Kettering Buccleuch Academy. All staff are expected to support this ethos.

PERSON SPECIFICATION

QUALIFICATIONS	Criteria
Excellent numeracy and literacy skills including qualifications equivalent to Level 2 in English and Maths	E
A Levels or Equivalent	D
Teaching Subject and/or Related Degree	D
Teaching Assistant qualification	D
Evidence of further study	D
EXPERIENCE	
Working within a school environment	E
Leading a small group of staff or supervising others	D
Delivery of specific literacy/ numeracy/ speech/ language/ social or emotional/ specialist support programmes	E
Previous experience of implementing new initiatives	D
Previous experience of working with specialist equipment (for positions where this is applicable) or children with specialist needs	E
SKILLS, KNOWLEDGE AND PERSONAL QUALITIES	
Likes working with children	E
Experience/potential in the skills, expertise and knowledge across the wide range of required areas for this post	E
The ability to supervise and positively lead others	E
Ability to teach a whole class	E
Excellent interpersonal skills with the ability to form and maintain appropriate relationships with children	E
Excellent interpersonal skills with the ability to form and maintain appropriate relationships with adults	E
A belief that students can achieve	E
Calm but purposeful in relation to young people	E
Set appropriate personal boundaries with young people	E
Uphold school ethos, values, procedures and guidelines at all times with utmost consistency	E
Ability to create / contribute to a stimulating classroom environment	E
Self-motivator/ initiative and proactive practitioner	E
The ability to deal with peaks and troughs of workload	E
Perspective and sense of humour	E
A team player and a 'volunteer' character	E
A significantly positive attitude to work	E
A 'can do' attitude and a mentality of going 'above and beyond' expectation	E
Ability to embrace change and be flexible	E
Well organised with good time management	E
Ability to prioritise	E
Excellent written communication skills	E
Sound ICT skills	E
Reliable and trustworthy	E
Professional understanding of the importance of confidentiality	E



Kettering Buccleuch Academy

The best in everyone™

Part of United Learning

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