

Appointment of Pupil Support Assistant (PSA)

Reports to:	Headteacher
Location:	Greet Primary School, Sparkhill, Birmingham
Contract:	Full Time, Term Time Only – Fixed Term Contract 01.09.2026 to 31.08 2027
Pattern:	Monday to Friday, 32.5 hours per week
Closing date:	9.00am on Thursday 9 July 2026
Interviews:	Monday 14 July 2026
Salary:	GRADE B: £28,598 - £34,434 (pro rata)

About the role:

Greet Primary School is seeking to appoint a committed, enthusiastic and caring Pupil Support Assistant to join our team from 1st September 2026.

This is a fixed-term position for one year, based within a Year 6 classroom, where the successful candidate will work closely with the class teacher to support pupils' learning and provide targeted interventions as they prepare for Key Stage 2 SATs.

Greet Primary School is a large primary school in the Sparkhill area of Birmingham, and our Year 6 cohort is made up of four classes. We are looking for someone who thrives in a busy, supportive school environment and who can make a positive difference to pupils at this important stage of their primary education.

Key Responsibilities:

- Supporting teaching and learning within a Year 6 classroom
- Working in partnership with the class teacher to help pupils make strong progress
- Delivering and supporting small group and individual interventions, particularly in preparation for SATs
- Helping to build pupils' confidence, independence and engagement in learning
- Developing positive, professional and supportive relationships with pupils, staff and families where appropriate
- Contributing to a calm, purposeful and inclusive learning environment

You will have the following skills/ experience.

- Has experience of working as a teaching assistant with primary-aged children, ideally in Key Stage 2
- Can build strong and positive relationships with pupils
- Works well as part of a team and in close partnership with the class teacher
- Has high expectations for pupils' achievement, behaviour and wellbeing
- Is patient, flexible and committed to supporting children to succeed
- Can use their initiative while also responding to direction and guidance from teaching staff

Please see Job Description & Person Specification for further details.

In return, we can offer:

- The opportunity to work in a large, vibrant and supportive school community
- Friendly and dedicated colleagues who value teamwork
- A rewarding role supporting children at a key point in their learning journey
- A school that is committed to inclusion, achievement and positive relationships

If you are passionate about supporting children's learning and want to play an important role in helping Year 6 pupils succeed, we would love to hear from you.

How to Apply:

For more information about the role please contact **Shirley Queenan, School Business Manager**

Tel: 0121 464 3360 Email: enquiry@greet.create.org.uk

Applications via the MyNewTerm online platform (no CVs please)

Create Partnership Trust is committed to safeguarding and protecting our children and young people. All posts are subject to a safer recruitment process which includes enhanced criminal records and barring checks, scrutiny of employment history, robust referencing and other vetting checks. Our safeguarding system is underpinned by policies and procedures which encourage and promote safe working practice across the Trust. On joining you will be required to undergo continuous professional development to maintain safe working practice and to safeguard our children and young people.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. Which means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Further information about filtering offences can be found in the [DBS filtering guide](#).

This post is covered by part 7 of the immigration act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement of this role.

Online searches are carried out on all shortlisted candidates for positions at Create Partnership Trust. The searches are carried out to identify any incidents or issues that have happened, and are publicly available online, which the Trust might want to explore with the candidate at interview. Please find a link to our safeguarding policy <https://www.create.org.uk/policies-documents> you are encouraged to read this policy prior to applying to work with us.

CREATE PARTNERSHIP TRUST IS COMMITTED TO PROMOTING A DIVERSE AND INCLUSIVE WORKFORCE