

Apprentice Teaching Assistant

Recruitment Pack





BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Student's first
- It's about learning
- No barriers

Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



Thank you for considering a career with us.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.



Matt Nicolle

Head Teacher



Redmoor Academy has a long standing reputation as an excellent school that provides a high quality education for all students, high expectations both in and out of the classroom and superb pastoral care. Our overarching aim of “Excellence, opportunities and success for all,” perfectly captures our aspirational and inclusive ethos

We set high aspirations within a culture of academic excellence, teaching the majority of subjects in mixed attainment groups and are passionate in our desire for every student to be successful. Our ethos is underpinned by a strong and supportive pastoral culture which promotes pupil well-being, as we believe in the education of the whole child in order to equip them to be good citizens in society.

We see Redmoor as being at the heart of the local community. Involving parents, local businesses and organisations in our school is central to our success.

The impact we have on our students has been recognized in our most recent Ofsted inspection in September 2021 where we were judged securely “good” in all areas, demonstrated by 7 years of positive Progress 8 and fantastic GCSE outcomes for students, evidenced in the social development of our students as they become valuable members of the community and affirmed by the significant over subscription for places in Year 7 we experience every year.

Our CPD programme invests in the continued CPD of all colleagues, focusing on whole school priorities and the continuous development of pedagogy based on research, best practice and excellent links with other schools. We offer individualised CPD pathways which support staff at all stages of their career progression including coaching, in-house training and National Professional Qualifications for middle and senior leaders.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

We look forward to hearing from you.



Job Details

JOB TITLE	APPRENTICE TEACHING ASSISTANT
OPPORTUNITY	<p>We are seeking to appoint an enthusiastic and positive Teaching Assistant Apprentice to support and enhance the teaching and learning of our pupils.</p> <p>You will have a flexible approach to work and be key in helping pupils achieve their full potential during their time at school. You will gain the support, knowledge and experiences needed to successfully complete an 18 month Teaching Assistant Apprenticeship.</p>
REPORTING TO	SENCo
LOCATION	Based at Redmoor Academy with a requirement to travel to work at or for schools in the Trust.
SALARY/HOURS	National Apprenticeship Wage 30 Hours per week / 39 Weeks per annum (Mon – Fri: 8.30 am – 3.00 pm)
BENEFITS ENHANCING WORKING LIVES	<ul style="list-style-type: none">- Competitive rates of pay- Professional development opportunities- Career pathways across the Trust- Teacher / Local Authority Pension Scheme- Online retail discount- Employee Assistance Programme- Family Friendly policies to support family & carer commitments- Flexible Working Arrangements <p>www.thefuturestrust.org.uk/why-work-for-the-futures-trust</p>



▼ Job Description

Job Purpose:

To provide enthusiastic and positive support to enhance the teaching and learning of our pupils. A flexible approach to work and be key in helping pupils achieve their full potential during their time at Redmoor Academy.

Duties and responsibilities:

To develop skills with increasing expertise and independence:

- Supervise and support the teaching activities of individuals or groups of students to ensure their safety and facilitate their physical and emotional development.
- Monitor individual pupil's progress, achievements, problems, condition and development needs reporting to the responsible teacher as appropriate
- Assist the teacher in the development, delivery and implementation of Individual Education/Behaviour Plans and Personal Care Programmes for individuals or groups of children.
- Prepare and deliver programmes to support Special Needs following the guidelines and training given under the guidance of the teacher.
- Assist the teacher with the planning of learning activities in the classroom or designated areas preparing or modifying work for individuals or groups of pupils as directed.
- Use strategies in liaison with the teacher, to support pupils to achieve learning goals
- Provide support for local and national learning strategies.
- Assist with the implementation of programmes designed by other professionals such as Educational Psychologists, Speech and Language therapists.
- Assist the teacher with the administration of baseline/tests and other assessments.
- Support the use of computing in learning activities and develop pupils' competence and independence in its use.



- To prepare and maintain equipment and teaching resources for lessons and activities including the control of stock within the classroom
- Prepare/clear classroom as directed before and after lessons, including the preparation of visual aids, and the display and presentation of pupil's work.

Professional Development

- Maintain personal professional development to ensure that the knowledge and skills required to fulfil the Teaching Assistant Apprenticeship.
- Be a role model to students, and understand and promote the aims of the School and the values of the Trust.
- Personalised training package agreed with Line Manager, to include mentoring and professional development opportunities.



Person Specification

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EDUCATION AND QUALIFICATIONS	<ul style="list-style-type: none"> • GCSEs grade A-C / 9 - 4 in English and Maths or equivalent level of numeracy and literacy • 		Application Form Certificates
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Confident in building and maintaining relationships with students • Team player who works well with colleagues • Able to follow instructions and complete tasks set. • Able to use own initiative. • Able to communicate effectively in spoken and written form. • Demonstrated competence in numeracy and literacy. • Able to follow the school's • safeguarding procedures • and recognise when to report any concerns 		Application Form Interview

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
EXPERIENCE		<ul style="list-style-type: none"> • Experience of working with young people. 	Application Form Interview
KNOWLEDGE & UNDERSTANDING		<ul style="list-style-type: none"> • Knowledge of safeguarding principals. 	Application Form Interview
OTHER REQUIREMENTS	<ul style="list-style-type: none"> • A flexible attitude with a willingness to learn. • A professional role model who is committed to their own professional development and to developing others. • Committed to and able to promote the aims of the school and the values of The Trust: Students First, it's about Learning, No Barriers. • Able to attend meetings and INSET days as required. 		Application Form Interview



How to apply

Closing date:

Tuesday 13 May 2025

Interviews:

tbc

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:

tel: 02477 102134.

To apply for this post, please complete the online application form found at:

www.thefuturestrust.org.uk/work-with-us/current-vacancies

On application please read the following policies found at:

www.thefuturestrust.org.uk/work-with-us/recruitment-pack

- Redmoor Academy Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.