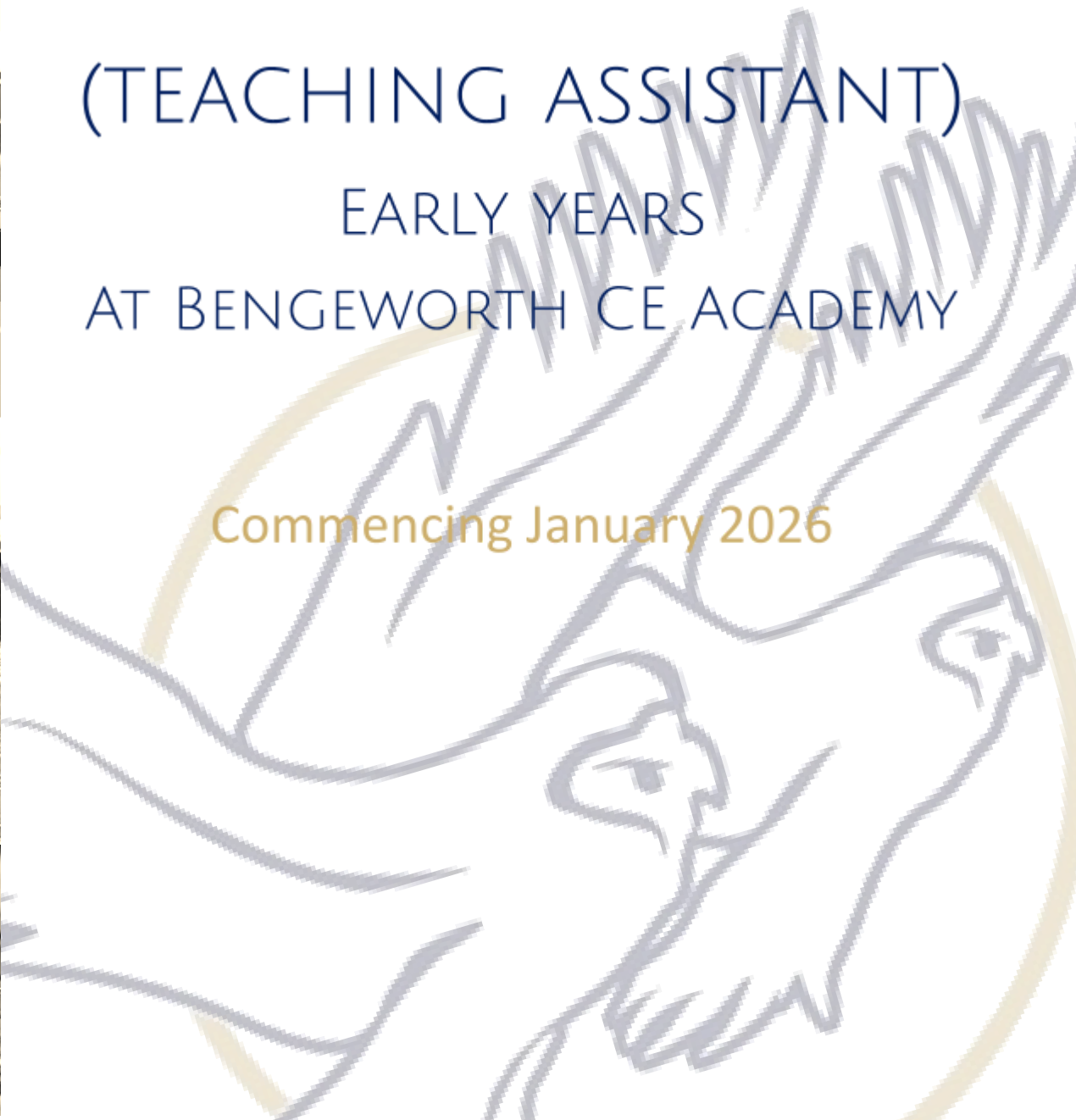


NEW  
EDUCATION  
TRUST

Aspiration • Collaboration • Inspiration

# CLASSROOM SUPPORT PROFESSIONAL (TEACHING ASSISTANT) EARLY YEARS AT BENGWORTH CE ACADEMY

Commencing January 2026



# INFORMATION FOR CANDIDATES

## New Education Trust

% Bengeworth Academy, Kings Road, Evesham, Worcestershire, WR11 3EU

Telephone: 01386 442047  
Email: [vacancies@bengeworth.worcs.sch.uk](mailto:vacancies@bengeworth.worcs.sch.uk)  
Web Page: [www.bengeworthacademy.co.uk/vacancies](http://www.bengeworthacademy.co.uk/vacancies)

## The Advertisement

**Teaching Assistant / Support Professional - Early Years**  
**Permanent Contract**  
**Required to start 5th January 2026 or as soon as possible**

**27.5 hours per week**  
**8.30am - 3.00pm Monday to Friday, term time only plus inset days**  
**TA2 points 5 - 6 (£16333 - £16592 per annum)**

You are invited to join this highly successful Multi Academy Trust where we are committed to giving the best to both our pupils and our staff team. The current vacancy is in The Nursery based at Bengeworth CE Academy, which is a 3-form entry forward-thinking school with happy children, a strong teaching and support team and excellent facilities.

We are seeking to appoint a caring, kind Support Professional to support our Nursery children (aged 3-4) to achieve their potential through our creative and exciting curriculum. The right candidates should have:

- a good level of literacy and numeracy skills (GCSE English and Maths grade 4 or grade C and above)
- an appropriate Level 3 (e.g Diploma) or equivalent qualification
- knowledge of the new Early Years Foundation Stage Curriculum, Development Matters / Birth to 5 Matters
- experience of working within an Early Years setting with children age 3-5 years
- a clear understanding of the roles and responsibilities to supporting children's learning within the Early Years
- an ability to work both independently and effectively within a team
- a drive to enable all children to learn and flourish
- a commitment to support the school's ethos, Christian values and high expectations for all.

In return, we offer our support professionals:

- a collaborative, supportive and committed staff team
- excellent CPD opportunities to support career pathways and aspirations
- a strong commitment to staff wellbeing, including a midday meal with our delightful children.

Applicants should use the supporting statement on the application form to demonstrate how their skills match the Job Description and Person Specification, in addition to what they are able to bring to the role.

New Education Trust is committed to safeguarding children and promoting the welfare of all children and young people and expects all staff to share this commitment. All shortlisted applicants will be subject to an online check, and successful candidates will be subject to a Disclosure and Barring Service (DBS) enhanced check.

We would encourage you to look at our website, [www.bengeworthacademy.co.uk](http://www.bengeworthacademy.co.uk) to find out more about our school and [www.bengeworthacademy.co.uk/vacancies](http://www.bengeworthacademy.co.uk/vacancies) for full details of this vacancy and an application form. **To apply, please download and fully complete a MAT application form from the Vacancies section of our website, and return via email to [vacancies@bengeworth.worcs.sch.uk](mailto:vacancies@bengeworth.worcs.sch.uk) before the closing date.**

**Closing Date: 9am Thursday 18th December 2025**  
**Interviews: Friday 9th January 2026**

# ABOUT NEW EDUCATION TRUST

New Education Trust is a small MAT currently made up of three schools; Bengeworth CE Academy, Bretforton Village School and Church Lench CE First School. The Trust is committed to the ongoing effectiveness of schools to provide the best possible education for their pupils through the collaborative development of culture, opportunities, relationships and experiences.



## Bengeworth CE Academy

Bengeworth CE Academy is a suburban Church of England 'First School' (R-Y5) academy. There are 525 pupils on roll arranged over a split site with Reception and Year One educated at our Burford Road setting, and Years Two to Five situated a quarter of a mile away at our state-of-the-art King's Road setting.



### Bengeworth's Ofsted Report in November 2023 said:

*"Bengeworth CE Academy is a happy and vibrant place for pupils to learn. Staff know families very well and there is a strong sense of community spirit. Pupils gain a strong understanding of the school's guiding values and they put these values into practice. Pupils behave well and appreciate having their positive behaviours recognised and rewarded by staff."*

*The school ensures that all pupils study a broad range of subjects. Staff work hard to bring the curriculum to life and plan activities that pupils enjoy. They connect the curriculum through 'global themes' that broaden pupils' understanding of the world."*

These comments from the published report capture the exceptional nature of the school. Pupils' achievements are consistently higher than national averages; from below expected levels of attainment on entry to Reception, pupils make exceptionally rapid progress to achieve high outcomes by the end of Year 5.



As a church school, Bengeworth CE Academy has close links with St Peter's Church and believes that Christian values should underpin school life. The Christian values that have been agreed by all stakeholders are: Friendship, Perseverance, Respect, Trust, Forgiveness and Responsibility. It is also the school's belief that the theme of love runs through all of these values.

The school's vision is that every individual, child and adult, is encouraged to "Dream, Believe, Achieve." This is evident in all aspects of the school's work with a strong commitment to support pupil and staff wellbeing, as well as to enable every individual to achieve their full potential. The school's Leadership Team leads by example through their commitment to inspire, coach and mentor others.





## **New Education Trust Staff Team**

The Trust Leadership Team is made up of the CEO, the MAT Business Manager, Headteachers of all settings and a Director of Inclusion whose work extends across the MAT and beyond.

At all settings, support professionals, catering, administration and site maintenance teams provide outstanding support for teaching staff to ensure that the additional needs of children can be met and rapid progress made. All staff are friendly, hardworking and committed.

## **Bengeworth CE Academy Staff Team**

The Senior Leadership Team at Bengeworth has recently restructured, and taken a new format from September 2024. The team now consists of the Headteacher, two Deputy Headteachers and two Assistant Headteachers with responsibility for Achievement and Pastoral Care. This team is ably supported by the school SENCo and Inclusion Lead for the MAT. A new team of Phase Leaders also works alongside the leadership team to realise the school's strategic vision.

## **About the Posts**

We currently have a position available within the Trust for a full time, permanent support professional (teaching assistant) based at Bengeworth CE Academy in the Early Years team. We are looking for a support professional who shares our aspirational expectations of children.

### **We are looking for a support professional to join our team who has:**

- a good level of literacy and numeracy skills (GCSE English and Maths grade 4 or grade C and above)
- an appropriate Level 3 (e.g Diploma) or equivalent qualification
- knowledge of the new Early Years Foundation Stage Curriculum, Development Matters / Birth to 5 Matters
- experience of working within an Early Years setting with children age 3-5 years
- a clear understanding of the roles and responsibilities to supporting children's learning within the Early Years
- an ability to work both independently and effectively within a team
- a drive to enable all children to learn and flourish
- a commitment to support the school's ethos, Christian values and high expectations for all.

*(Please see the person spec and job description for further details)*

### **In return we offer:**

- a collaborative, supportive and committed staff team
- a modern, well-resourced and attractive school setting which supports children's learning in and out of the classroom
- excellent CPD opportunities to support career pathways and aspirations; through the school's appraisal process, support professionals are encouraged to identify their skills and interests and to pursue professional interests, expertise and qualifications
- fortnightly non-contact CPD sessions as part of a carefully planned programme of professional development tailored to the needs and interests of support staff
- dedicated PPA time within the school day to facilitate planning for interventions, assessment of children's progress and the preparation of resources
- a strong commitment to staff wellbeing, including a midday meal with our delightful children cooked by our wonderful school kitchen

## A Message from the Chair of Governors

Thank you for the interest you have shown in the above vacancy that has arisen within our School. I hope that, after reading this information pack, you will feel able to apply for the post. Our website is worth a visit as it gives a good flavour of our school:

<https://bengeworthacademy.co.uk>

This is an exciting time for New Education Trust as we are looking forward to welcoming new members of staff into the Trust to join our strong, friendly and dedicated staff and enthusiastic, confident children.

I look forward to receiving your application.

Yours sincerely

*Christoine Spriggs*

Chair of Governors

## What to do next

- We would encourage you to view our school websites to get a flavour of the schools in our Trust:

[www.bengeworthacademy.co.uk](http://www.bengeworthacademy.co.uk)

[www.bretfortonvillageschool.co.uk](http://www.bretfortonvillageschool.co.uk)

[www.churchlench.worcs.sch.uk](http://www.churchlench.worcs.sch.uk)

- Send a completed application form, complete with a letter of application, to our HR Administrator via email to [vacancies@bengeworth.worcs.sch.uk](mailto:vacancies@bengeworth.worcs.sch.uk) or by post.

**Closing Date For Applications:** 9am Thursday 18th December 2025

# JOB DESCRIPTION

## *Support Professional*

### **General Duties:**

- ☐ To maintain personal and professional development to meet the changing demands of the job, participate in appropriate training activities and encourage and support staff in their development and training
- ☐ To work within and encourage the school's Equal Opportunity policy and contribute to diversity policies and programmes in relation to discriminatory behaviour.
- ☐ To promote the safeguarding of children
- ☐ To carry out the duties and responsibilities of the post, in accordance with the school's Health and Safety Policy and relevant Health and Safety Guidance and Legislation
- ☐ To use information technology systems as required to carry out the duties of the post in the most efficient and effective manner
- ☐ To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job

### **Contacts:**

In all contacts the postholder will be required to present a good image of the school as well as maintaining constructive relationships.

### **Notes:**

- This post is subject to a criminal record check.
- The Headteacher reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.
- Reasonable adjustments will be considered as required by the Equalities Act.
- The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy.

### **QUALIFICATIONS REQUIRED (ESSENTIAL):**

A Support Professional should hold Maths & English GCSE qualification at Grade 4 / C or above.

### **SUPERVISORY RESPONSIBILITY**

None.

### **SUPERVISION RECEIVED**

Classroom teacher/ Lead CSP

### **PRINCIPAL CONTACTS**

Pupils, parents, classroom teacher/supervisor, other professional groups, other support professionals

## **JOB OUTLINE**

### ***Classroom Support Professional (Equivalent to TA GRADE 2)***

**Conditions of Service:** NJC for Local Government Services  
37 hours per week (or proportion for part time)  
TERM TIME ONLY 39 weeks per academic year (195 days) -  
LEAVE ENTITLEMENT based on 6.6 weeks (7.6 after 5 years)

**Grade:** TA2 - Point Range 5-6

#### **JOB PURPOSE**

To support the classroom teacher with their responsibility for the development and education of children, including those with special physical, emotional and educational needs, by utilising detailed knowledge and specialist skills.

#### **OUTLINE RESPONSIBILITIES AND TASKS**

Under the direction of and within an education plan provided by the classroom teacher:

##### **SUPPORT FOR PUPILS**

- ☐ Nurture the whole child
- ☐ Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning
- ☐ Establish productive working relationships with pupils, acting as a role model and setting high expectations
- ☐ Promote the inclusion and acceptance of all pupils within the classroom
- ☐ Encourage pupils to interact and work cooperatively with others and engage all students in activities
- ☐ Promote independence and employ strategies to recognise and reward achievement of self-reliance
- ☐ Provide feedback to students in relation to progress and achievement
- ☐ Develop and implement IPPs
- ☐ Support pupils consistently whilst recognising and responding to their individual needs
- ☐ Use specialist skills to foster the intellectual and social development of children
- ☐ Support pupils with medical needs or personal care where appropriate or required.

##### **SUPPORT FOR TEACHER**

- ☐ Organise and manage appropriate learning environment and resources
- ☐ Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence
- ☐ Record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment
- ☐ Work within an established behaviour policy to anticipate and manage behaviour constructively, promoting self-control and independence
- ☐ Support the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc.
- ☐ Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against predetermined learning objectives
- ☐ Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate
- ☐ Contribute to the formulation of Individual Provision Plans including attendance at SEN reviews and other meetings relevant to pupils needs
- ☐ Administer and assess/mark tests
- ☐ Attend planning meetings and under the overall direction and guidance of the teacher, contribute to the short, medium and long term planning and preparation of lessons.

- ☐ Preparation and delivery of lessons, under the direction of the teacher, including covering for teacher absence and delivery specific interventions to pupils
- ☐ Help pupils make progress in a range of classroom settings including working with individuals, small groups and whole classes where the assigned teacher is not present.
- ☐ Assist teacher in the delivery of educational and developmental work programmes
- ☐ To assist with the support of group activities within and away from the classroom, i.e. P.E., swimming, educational visits.
- ☐ Assist the teacher in liaising with parents and professionals
- ☐ Support teachers in selecting and preparing teaching resources that meet the pupils' needs and interests. Liaise with the class teacher to devise complementary learning activities.
- ☐ Provide short period cover for the class teacher when required

#### **SUPPORT FOR THE CLASSROOM**

- ☐ Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs
- ☐ Deliver interventions and make effective use of opportunities provided by other learning activities to support the development of students' skills
- ☐ Use ICT effectively to support learning activities and develop students' competence and independence in its use
- ☐ Advise on appropriate deployment and use of specialist aid/resources/equipment
- ☐ Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds
- ☐ Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post, subject to the proviso that any significant, substantial or permanent changes shall be incorporated into the job description in specific terms.

#### **SUPPORT FOR THE ACADEMY**

- ☐ Adhering to and maintaining school routine and codes of conduct.
- ☐ Supporting the ethos of the school.
- ☐ Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person
- ☐ Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- ☐ Contribute to the overall ethos/work/aims of the Academy
- ☐ Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils
- ☐ Attend and participate in regular in and after school meetings
- ☐ Participate in training and other learning activities as required
- ☐ Contribute to the identification and execution of appropriate out of Academy learning activities which consolidate and extend work carried out in class.
- ☐ Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others
- ☐ Take the initiative as appropriate to develop multi-agency approaches to supporting pupils



## Job Description – Support Professional

	Essential	Desirable
<b>Qualifications</b> Evidence of:	Level 3 qualification or equivalent e.g Diploma GCSE Maths and English (Grade 4 or Grade C and above)	Current Pediatric First Aid qualification
<b>Experience</b> Demonstrate experience of:	Training with relevant Early Years, or evidence of experience working within Early Years Minimum 2 years if qualification is pre 2014	Experience of supporting pupils with a variety of needs
<b>Knowledge and understanding</b> Show an understanding of:	Knowledge of the new Early Years Foundation Stage Curriculum, Development Matters / Birth to 5 Matters  Managing the behaviour of individuals and groups of children. Approaches to teaching and learning and how to adapt learning opportunities to meet the needs of all pupils, including those with additional needs and barriers to learning.	Child development and social interaction The value of constructive play opportunities, including in the moment planning.
<b>Skills</b> Demonstrate the ability to:	Work as part of a group and individually; Inspire trust and confidence in children; Encourage high standards of pupil behaviour at all times; Liaise with colleagues and other staff in a professional manner; observe the boundaries of the role and respect confidential information; Remain calm under pressure; Understand basic health and safety requirements, including the importance of maintaining a safe indoor and outdoor environment; Show an understanding of child protection and recognise behaviour which may indicate a child protection or safeguarding concern.	
<b>Personal Characteristics</b> As a professional, show that you are:	Enthusiastic Calm under pressure Empathetic Well- organised Reliable Able to communicate with staff and children Creative Resourceful Adaptable	

**New Education Trust**  
**Bengeworth Academy**  
King's Road, Evesham, WR11 3EU

[www.bengeworthtrust.co.uk](http://www.bengeworthtrust.co.uk)

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