



Crigglestone St James CE Primary Academy

Headteacher: Miss B Minor

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Registered Office: Crigglestone St James, St James Way, Crigglestone, Wakefield, West Yorkshire, WF4 3HY Registered in England No. 8097265 An Exempt Charity

Crigglestone St James CE Primary School 1 Teaching Assistants (Educational Support Assistant) with SEND responsibilities 30.83 hours per week, fixed for 12 months. To start 1st September 2026 – 31st August 2027

We are looking to appoint an ESA. This role will involve working 1:1 with a child as well as more general class-based support.

Role: 1 x Educational Support Assistant (ESA) with SEND responsibilities

Hours: Monday – Friday 8:40 – 3:20

Pay Grade: Grade 4, scale point 6

Start date: 1st September 2026 until 31st August 2027. This is a fixed post and is for 12 months.

The post is dependent upon a clear enhanced DBS and references.

Children are at the heart of what we do at Crigglestone St James CE Primary School. Crigglestone St James is a vibrant and popular school where children enjoy a rich and diverse range of experiences and achieve well in a caring and respectful environment.

We wish to appoint an ESA to provide 1:1 support to a child with SEND as well as to provide class-based support. You will need to be enthusiastic, patient, well-organised and flexible. You must be able to communicate with children and adults well, show initiative and understand the importance of safety and safeguarding.

The role involves:

- Assisting with the personal needs of pupils including communication, social, emotional, health, physical, hygiene, first aid and welfare matters.
- Supporting and aiding children's learning as effectively as possible.
- Preparing any resources needed to support children with their learning and providing 1:1 support as required.
- Supporting the class teacher to best meet children's needs.
- Clarifying and explaining instructions.
- Supporting children to use any equipment and materials provided.
- Assisting children with their challenges, such as communication and language needs.
- Helping children to concentrate on and finish work set for them.
- Liaising with the SENDCo and class teachers.
- Knowledge of Read, Write, Ink desirable.

Closing date for applications is **Thursday 2 July 2026 @ 9am**. Interviews will take place on **Wednesday 8 July**. **Please note CVs will not be accepted as applications for this post.**

If you have any further questions or would like to request an application form, or to look around school, please contact Ms Hulme: lhulme@stjamesacademy.co.uk, or call the academy on 01924 251048.

Crigglestone St James CE Primary Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check and a letter of past conduct from the relevant overseas professional regulatory body, if appropriate. As part of our commitment to safeguarding, online checks will be completed if shortlisted.