

St. George's CE Primary Application Pack

Ofsted
Good
Provider



EYFS Teaching Assistant

Grade: Scale 3 Spinal Point 5-6

PERMANENT - Starting 1st September 2025



St. George's
CE Primary School

About us



It is an incredibly exciting time to join St. George's Church of England Primary School: a one and a half form entry school within the Southwark Diocesan Board of Education Multi-Academy Trust.

Firstly, our pupils' smiles and love of learning make St. George's a very special place to be.

We are incredibly lucky to have a wonderful school environment, which is spacious and inviting. On our grounds, we house two large sports

halls; a delightful, spacious outside area for reflection; a dedicated, well-resourced music room; and a kitchen space for food technology lessons.

Our staff team are vibrant, fun, hardworking and have the highest expectations for our children. We strongly believe in working together, taking an evidence-informed approach to new initiatives and school improvement.

As part of our offer within the Multi-Academy Trust, staff have access to networks, national qualifications, and tailored training. We believe in investing in the people who are charged with caring for our children.

Our pupils' physical and mental well-being is incredibly important at St. George's. We were one of the first schools to adopt the Daily Mile and have achieved the School Games Gold Award.

We warmly welcome you to arrange a tour of the school. Our website reflects the great learning that goes on at St George's and we know how important how a school 'feels' is to you, the candidate.

In the meantime, please take a virtual tour of our school here <https://www.stgeorges.lewisham.sch.uk/site/video/st-georges.mp4> to see the wonderful facilities and learning which takes place at St. George's.

We look forward to your application.

Come and join our amazing school.

Darren Janes
Head Teacher
St. George's CE Primary
Perry Vale,
London SE23 2NE





St George's

CE Primary School

EYFS Teaching Assistant

Grade: Scale 3 Spinal Point 5-6

Permanent – Starting 1st September 2025

Would you like to work somewhere inspiring—where creativity, curiosity, and innovation are encouraged every day? If you share our passion for bringing the best of educational theory into the classroom to nurture confident, independent lifelong learners, then our school could be the perfect fit for you.

We are seeking to appoint a capable and proactive EYFS Teaching Assistant to join our Reception team. The role involves supporting children's learning across the setting—working 1:1 with pupils, leading small groups, and supporting the class teacher to plan and deliver high-quality learning experiences tailored to the individual needs of our children.

The ideal candidate will have a good knowledge and understanding of the EYFS curriculum and the areas of learning, strong communication skills, and a warm, flexible approach to working with both children and adults. You will be confident using your initiative, embracing new challenges, and contributing positively to our vibrant Early Years environment.

The role also includes daily lunchtime supervision as part of your duties.

Grade & Salary: Scale 3 Spinal Point 5-6

Permanent: 1st September 2025

Hours: 32.5hrs per week, 39 weeks per year

Salary: £30120 - £30552 Pro rata and subject to pay review

We can offer you the chance to work with a committed, supportive, and hard-working team, in a newly developed and spacious learning environment, alongside delightful children who are enthusiastic and eager to learn.

We strongly encourage you to come and visit us. To arrange a visit with our Headteacher, Darren Janes, please contact our School Business Manager, Barbara Whiting, on 020 8699 5127.

An application pack is available from the School Business Manager at admin@stgeorges.lewisham.sch.uk or from the website where you found this advertisement.

Completed applications can be submitted either electronically to the email above or as a hard copy to the school office.

Closing date: 23:59 on Thursday, 3rd July 2025

Shortlisting: Friday, 4th July 2025

Interview dates: Week beginning Monday, 7th July 2025

St George's CE Primary is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. Offers of employment are subject to a satisfactory enhanced DBS disclosure, overseas checks if applicable, and receipt of satisfactory references. Original evidence of the right to work within the United Kingdom will be required prior to commencement of employment i.e. National Insurance Number, Work Permits, or Indefinite Leave to Remain.





St George's

CE Primary School

Job Description

DESIGNATION: Early Years Foundation Stage (EYFS) Teaching Assistant

Grade: Scale 3 Spinal Point 5–6

Reports to: Head Teacher / Deputy Head Teacher / Class Teacher / Midday Meals Supervisor

MAIN PURPOSE OF THE JOB

To support the classroom teacher in promoting the learning and development of all children in the EYFS, in line with the Early Years Foundation Stage framework.

To work with individuals and small groups under the direction and supervision of the class teacher to enhance children's progress and engagement across all areas of learning.

The post-holder will also assist with lunchtime supervision every day.

Liaison with: Class Teacher, Head Teacher, EYFS Lead, other support staff, and where appropriate, outside agencies such as Speech and Language Therapists or the SENCo.

SUMMARY OF RESPONSIBILITIES AND DUTIES

- To support individuals and small groups of children in Reception under the direction of the class teacher.
- To help plan and facilitate play-based and structured learning activities across all areas of the EYFS curriculum.
- To promote children's independence, communication, and social development through high-quality interactions.
- To assist in setting up and maintaining a stimulating, safe, and engaging learning environment.
- To monitor children's progress, keep simple records, and provide feedback to the class teacher to support next steps in learning.
- To contribute to the preparation of learning resources and adapt materials to meet children's needs where appropriate.
- To actively encourage children's participation in classroom and outdoor activities, supporting inclusion and positive relationships.
- To contribute to assessments and planning through observation and discussion with teaching staff.
- To provide support for children's emotional well-being, modelling positive behaviour and supporting routines and transitions.
- To communicate effectively with staff and, where required, with parents or carers under the guidance of the class teacher.
- To participate in ongoing professional development and training relevant to the Early Years setting.



SUPPORT FOR PUPILS

- To assist in delivering a broad and balanced curriculum in line with EYFS principles.
- To develop an awareness of the developmental needs of Reception-aged children.
- To support learning through play, adult-directed tasks, and child-initiated activities.
- To prepare and adapt resources to enhance learning opportunities and meet children's interests and developmental stages.
- To reinforce positive behaviour, encourage resilience and independence, and support children's personal, social, and emotional development.
- To support effective interactions among peers and facilitate inclusion in group activities.
- To support children's self-care, hygiene, and mealtime routines as required.

SUPPORT FOR THE SCHOOL

- Contribute to the positive ethos and vision of the school and EYFS setting.
- Support home-school relationships in collaboration with teaching staff.
- Engage in relevant meetings and training to improve practice.
- Follow school policies related to safeguarding, health and safety, confidentiality, and behaviour.

GENERAL DUTIES

- Be aware of confidential issues linked to home/pupil/teacher/school/work and maintain confidentiality as appropriate.
- Be aware of and support diversity. Ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos, work, and aims of the school.
- Accompany teaching staff and pupils on visits, trips, and out-of-school activities as required, taking responsibility for a group under the supervision of a teacher.

EQUALITIES

- Ensure implementation and promotion of the SDBE MAT's equal opportunities policies and statutory responsibilities in both employment and service delivery.



HEALTH AND SAFETY

- Comply with the requirements of Health and Safety at Work regulations.
- Take reasonable care for the health and safety of yourself and others.

CONDITIONS OF SERVICE

- Governed by the National Agreement on Pay and Conditions of Service, supplemented by local conditions as appropriate.

SAFEGUARDING

St George's CE Primary is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.



PERSON SPECIFICATION

EYFS Teaching Assistant

Attributes:	Essential:	Desirable:
Experience	<ul style="list-style-type: none"> • Experience of working with or caring for young children, ideally within an EYFS or primary school setting. 	<ul style="list-style-type: none"> • Experience of working within a Reception class or Early Years setting. • Experience supporting early language development or phonics. Eg. Little Wandle Letters and Sounds.
Knowledge / Skills & Ability	<ul style="list-style-type: none"> • Strong interpersonal and communication skills. • Ability to work effectively as part of a team, understanding classroom roles and responsibilities. • Good understanding of child development and how young children learn. • Ability to support learning through play-based and structured activities. • Ability to maintain confidentiality at all times. • Organised, adaptable, and able to use initiative. • Awareness of the EYFS curriculum and safeguarding responsibilities. 	<ul style="list-style-type: none"> • Understanding of the EYFS statutory framework and Development Matters. • Knowledge of how to support early reading, writing, and number skills. • Effective use of ICT to support learning.
Qualifications	<ul style="list-style-type: none"> • Good spoken and written English. • A good level of numeracy and literacy. • Relevant Level 2 qualification (e.g. NVQ Level 2 in Teaching and Learning) or equivalent experience. 	<ul style="list-style-type: none"> • First aid training or willingness to undertake training. • Level 3 qualification in Early Years or Teaching Assistance. • Paediatric First Aid certification.
Personal Qualities	<ul style="list-style-type: none"> • A nurturing, calm, and positive approach with young children. • Ability to engage and motivate pupils. • Flexible, reliable, and self-motivated. • Willing to learn and take on new challenges. • Supportive of the values and ethos of St George's CE Primary School. 	<ul style="list-style-type: none"> • Interest in contributing to wider school life or extra-curricular activities.