Northwick Manor Primary Application Pack

Music Higher Level Teaching Assistant (TA4)

Permanent vacancy from January 2027

An extraordinary education for every pupil



The Rivers
C.of E. Academy Trust

Welcome

Thank you for your interest in our fantastic school.

Children at Northwick experience a truly personal journey where they feel valued and able to flourish, supported by inspiring teachers and an array of superb educational, and co-curricular opportunities. Happy children succeed, and we place the relationships between staff, children and parents at the forefront of all we do.

This is truly a remarkable and welcoming community to be a part of, for both staff and pupils.

Overview

Northwick Manor is a primary school located in Worcester. It has 600 pupils from age 4 – 11 years and 82 staff numbers. Established over 80 years ago, the school joined The Rivers CofE Academy Trust in 2018.

Ethos

At Northwick we place a high value on the educational experience of all our pupils and achieve this within the atmosphere of a friendly learning community. The school's principal philosophy is that 'pupils should be confident, happy, and successful'. Together we aim to be a school of excellence, always encouraging our children to aim high, and providing opportunities for them to develop their talents and potential in a nurturing environment.

Performance

At Northwick, 90% of pupils met the expected standard in their Phonics Screening Test [2026] and 74% of pupils met the expected standard in Reading, Writing and Mathematics Combined at Key Stage 2.

Our latest Ofsted judgment: Outstanding

Review score

"We love the school, couldn't be happier with my child's progress".
Parent

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



Respect



Safety

Our Schools

1. Summerhill Primary Academy Summerhill's Little Treasures
2. Jubilee Park Academy
3. Dudley Wood Primary School
4. Wychbold First and Nursery School
5. St Peter's Droitwich CofE Academy
6. North Worcester Primary Academy
7. Northwick Manor Primary School
8. Cranham Primary School
9. Cherry Orchard Primary School
10. St Clement's CofE Primary School and Pre-School
11. Great Witley CE Primary School
12. Cutnall Green CofE Primary School
13. Burlish Park Primary School
14. Heronswood Primary School
15. Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:
www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:
www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk





About the Role

Job Title:	Music Higher Level Teaching Assistant
Salary:	TA4 (SCP 19-22) FTE salary range £33,119 - £34,811. Actual pro-rata salary range £17,685 - £18,588.
Contract Type:	Permanent contract. 23 hours per week. Tuesday-Friday. Term Time plus TEDs.
Reporting To:	Deputy Head/Year Band Leaders
Location:	Northwick Manor Primary School
About:	We are looking to appoint a passionate and enthusiastic Music Teaching Assistant to join our school. The successful candidate will deliver the music curriculum during staff PPA time from Year 1 through to Year 6. The role also involves supporting our co-curricular provision and coordinating performances and concerts throughout the school. You will play a key role in enriching our pupils' musical experiences and continuing to build on our proud tradition of high-quality music education.

Job Description

Core Purpose

To deliver the music curriculum during staff PPA time from Year 1 through to Year 6.

Contribute to our co-curricular and enrichment provision

Coordinating performances and musical events throughout the school.

Promote music as a key strength of the school and contribute to whole-school development

To support SLT in the implementation of all aspects of school in order to maintain the aims and ethos of the school and the Trust as a whole.

To demonstrate Trust values and high standards of professional conduct at all times

Key Accountabilities

The specific responsibilities of the Music Teaching Assistant include, but are not limited to:

- Plan and deliver engaging and high-quality music lessons to KS1 and KS2 students, ensuring coverage of the National Curriculum and the school's Music Development Plan.
- Adapt lessons to meet the needs and abilities of different age groups.
- Develop pupils' musical knowledge, confidence, creativity, and performance skills.
- Keep records of pupil progress and report achievement in line with school policy.
- Lead singing assembly.
- Leading co-curricular and enrichment opportunities in Music.
- Administrative responsibilities including organising musical events.
- Assisting with productions.
- Lead and develop the school choir.
- Giving any other assistance as reasonably required, to support the work of the school.
- Accompany teaching staff and students on visits, trips and out of school activities as required.
- Undertake break-time duties and responsibilities.

Job Description (cont)

Other

To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality

Be aware of, and comply with, policies and procedures relating to child protection, health and safety, security, confidentiality and data protection, reporting all concerns to an appropriate person.

Perform any reasonable duties as requested by the Headteacher.

Continuing Professional Development

Participate in training and other learning activities to develop the competencies to effectively support children and to ensure knowledge and skills are kept up to date.

Attend team and staff meetings.

Conditions of Employment

The School 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.

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 and Code of Conduct.

Person Specification

Criteria	Essential	Desirable
Education / Qualifications	• Qualified HLTA • Good numeracy/literacy skills. • 5 GCSE's with a minimum of Grade C or above in Maths and English (or equivalent qualifications) • Piano / singing skills	
Experience	• Strong musical knowledge and the ability to teach children across the primary age range. • Previous work in a school setting. • Experience of teaching a wide range of musical instruments and vocal techniques. • Experience of planning and leading teaching and learning activities.	• Experience delivering music lessons within a school setting.
Skills and knowledge	• Confident leading groups such as choirs, orchestras or ensemble • IT Literate	
Personal qualities	• Ability to establish positive relationships with staff , pupils and parents • Flexible and keen to adapt to the needs of the school. • Encouraging and supportive. • High standards and expectations of pupils and self. • A positive outlook towards teaching and aiding children's development. • Ability to work autonomously with minimum supervision, or as part of a team as necessary • Being solution focussed • Commitment to a collaborative approach to professional development • Commitment to safeguarding and equality • Self-motivated and well organised • Commitment to maintaining confidentiality at all times.	

How to Apply

Application forms are available to download **here**:

Please email completed application forms to Miranda Giddings, nwoffice@riverscofe.co.uk by **Wednesday 9th December 2026**. The title of your email should be HLTA application.

Interviews will take place week commencing 14th December 2026.

This role is available with an immediate start date, subject to the completion of safeguarding checks.

We do not accept CVs.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.

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Get in Touch

Northwick Manor Primary School

Northwick Road, Worcester WR3 7EA

T: 01905 454430

E: nwoffice@riverscofe.co.uk

Northwick Manor Primary School – Home

The Rivers C of E Academy Trust

School Lane, Cutnall Green, Droitwich, WR9 0PH

T: 01299 851178

E: info@riverscofe.co.uk

W: www.riverscofe.co.uk/