

DMAT  
Getting Better Never Stops



# HIGHER LEVEL TEACHING ASSISTANT

£29,540 - £32,957 (£24,881 - £27,456 pro rata)

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## OAK TREE PRIMARY SCHOOL

## Welcome from Oak Tree



At DMAT & Oak Tree Primary, we believe in putting people first.

All children are entitled to an excellent education, and staff are our most important asset. Guided by our strong moral purpose, we serve our communities with integrity and collaboration is at the heart of everything we do. We are proud to have joined Durrington Multi Academy Trust in January 2025 and are enjoying being part of a successful team.

Oak Tree is a welcoming, happy school, where every member of the team plays a vital role in creating an environment where children can thrive. We value kindness, respect, and a shared commitment to doing what's best for our pupils, their families, and each other.

The Higher Level Teaching Assistant role is a key part of our provision, supporting high-quality teaching and learning across the school. Working closely with teachers, you will help deliver engaging lessons, inspire pupils to reach their potential, and ensure that every child feels valued, included, and supported. This is an exciting time to join Oak Tree, as we continue to build on our strengths, develop our curriculum, and enhance the experiences we offer our pupils.

We're looking for someone who shares our values — someone positive, proactive, and passionate about helping children succeed. In return, you'll join a dedicated and caring team that recognises your contribution, supports your development, and celebrates the difference you make every single day.

# Who are DMAT?

## Our Trust



Durrington High School



The Laurels  
Primary School

The Laurels Primary School



Oak Tree  
Primary School

Oak Tree Primary School



Ringmer Primary & Nursery  
School



Durrington Research School



The South Downs SCITT

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**Durrington Multi Academy Trust is a growing trust based in West Sussex. Founded in 2014, we are committed to investing in our staff and leaders so every child achieves success. The trust applies evidence informed approaches to all aspects of its work.**

## Contact



01903 705631



admin@dmateducation



www.dmateducation



@dmateducation

# OUR SCHOOL

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Oak Tree Primary School is a happy, vibrant, inclusive and nurturing learning environment at the heart of its community. We have an experienced, dedicated staff who deliver an engaging and rich curriculum to ensure that all children are able to reach their full potential. From their beginnings with us in our Foundation Stage through to Year 6. Our rich and ambitious curriculum ensures that they are ready for the next steps in their learning. Our families, staff and governors work closely together and support personal growth and development so that our children are resilient, confident, respectful and kind.

Oak tree Primary School is proud to be part of the Durrington Multi Academy Trust (DMAT) which believes that every child has the right to an excellent education and the opportunity to achieve well, regardless of their starting point. As a team we have high expectations of success for our children.





# Why Choose Us?



## Our Philosophy

- Our moral purpose underpins all that we do: we serve our communities
- All children are entitled to an excellent education and it is our job to ensure this



**We have a sustained track record of school improvement and of recruiting and retaining excellent staff**



## Support and Guidance

- At DMAT, you are never alone. You will enjoy excellent support from Trust and other school colleagues
- We are passionate about our work, our schools and our pupils.

# STAFF BENEFITS

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Virtual Doctor Service – 24/7 GP access with online consultations from home or work.



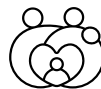
Counselling & Wellbeing Support – Confidential help when you need it.



Save money with discounts on food shopping, gyms, cinemas, holidays, and more from over 9,000 top brands.



Legal & Medical Advice Lines – Expert guidance at your fingertips.



Family Cover Included – Children under 18 at no extra cost.



High investment to develop our people



Free onsite parking

**DMAT STAFF HAVE  
ALREADY SAVED  
OVER £12,000 IN  
MEDICAL COSTS  
SINCE APRIL 2025**



# JOB DESCRIPTION

**HIGHER LEVEL TEACHING ASSISTANT £29,540 - £32,597**

**TERM TIME ONLY - 8:30 AM - 4:30 PM MONDAY - FRIDAY**

## CORE PURPOSE

As a Higher Level Teaching Assistant, you'll work alongside teachers to deliver engaging lessons and lead whole-class teaching for PPA cover within a supportive framework. You'll model the school's values, creating a calm and inclusive environment where pupils feel safe, motivated, and ready to learn. Safeguarding and pupil welfare will guide everything you do, while your energy and initiative will enrich school life through collaboration, clubs, and positive relationships. Committed to your own growth, you'll seek opportunities to develop and make a lasting impact within the Oak Tree Primary community.

## INSPIRE LEARNING

- Lead small group and whole-class activities that bring learning to life.
- Support teachers in delivering creative, engaging, and inclusive lessons.
- Adapt materials and approaches to suit pupils' individual learning styles.

## PUPIL CARE & WELLBEING

- Build strong, positive relationships that help children feel seen and supported.
- Promote inclusion and self-confidence, celebrating every achievement.
- Use your insight and specialist skills to help pupils reach their full potential.

## TEAMWORK & COLLABORATION

- Work closely with class teachers to plan, deliver, and assess learning.
- Share observations and insights to help shape next steps for pupils.
- Be flexible and adaptable, stepping in to cover classes where needed.

## SUPERVISION & SAFETY

- Ensure pupils are safe, supported, and engaged during all learning and play activities.
- Promote positive behaviour and a calm, respectful atmosphere across the school.
- Stay alert and responsive, following safeguarding and health and safety procedures at all times.

## PROFESSIONAL CONDUCT

- Uphold safeguarding, equality, and health and safety standards at all times.
- Reflect on practice and seek opportunities to learn and develop.
- Embrace the dynamic nature of the role, recognising that no two days are the same.

## CONTRIBUTION TO SCHOOL LIFE

- Model Oak Tree Primary's values through positivity, empathy, and professionalism.
- Support the wider life of the school, contributing to events, clubs, and enrichment.
- Build productive links with parents, carers, and colleagues to support progress.

# PERSON SPECIFICATION

## HIGHER LEVEL TEACHING ASSISTANT

Our new Higher Level Teaching Assistant will be a passionate and motivated individual who brings both knowledge and creativity to the classroom. They will use their initiative to inspire learning, support every child, and adapt flexibly to meet different needs. Calm under pressure and confident in communication, they will build positive relationships that encourage curiosity, independence, and respect. Committed to inclusion, professionalism, and continuous growth, they will contribute fully to school life—helping pupils thrive, supporting colleagues, and reflecting the warmth and values at the heart of Oak Tree Primary School.

### QUALIFICATIONS & KNOWLEDGE

- Good standard of education, including GCSE English and Maths (Grade C/4 or above) or equivalent.
- Sound understanding of how children learn and how to adapt support to meet individual needs.
- Confident using ICT and digital tools to enhance teaching and learning.
- Awareness of the National Curriculum and effective classroom strategies for pupil progress.

### SKILLS & EXPERIENCE

- Experience supporting teaching and learning within a primary school or similar setting.
- Proven ability to engage, motivate, and inspire pupils through creative and inclusive approaches.
- Skilled in managing small groups or covering whole classes under teacher direction.
- Demonstrated ability to promote positive behaviour and maintain a purposeful learning environment.

### PROFESSIONALISM & COMMITMENT

- Committed to safeguarding and promoting the welfare of all pupils.
- Dedicated to equality, inclusion, and providing every child with the opportunity to succeed.
- Willing to take part in wider school life, including clubs, activities, and teamwork.
- Actively seeks opportunities for professional growth and continuous improvement.

### PERSONAL QUALITIES

- Warm, approachable, and able to build strong, positive relationships with pupils and colleagues.
- Calm, adaptable, and resilient, with a proactive attitude to challenges.
- Acts as a positive role model, demonstrating empathy, integrity, and enthusiasm.
- Reliable, organised, and able to manage time effectively in a busy school environment.







# SAFEGUARDING

Durrington Multi Academy Trust is committed to the safeguarding and wellbeing of all our students and staff. It is a core expectation of every member of staff to safeguard the wellbeing of every child and young person within the Trust.

Staff are supported through regular training and are expected to adhere to the Trusts Safeguarding and Child Protection Policy at all times.

In addition to the statutory pre-employment checks, this appointment will be subject to an enhanced DBS check, a safeguarding background check and interview.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, religion, disability, sexual orientation and beliefs.

# HOW TO APPLY

Please apply using this [link](#) or by scanning the QR code below. Please upload a supporting statement (maximum of 2 A4 pages) to include:

- Why you want to work at Oak Tree Primary School
- How your skills and experience make you a strong candidate

If you have any questions or would like to visit the school, please contact Rachel Wright: [rwright@dmat.education](mailto:rwright@dmat.education)

**Closing date: 9am Monday 5<sup>th</sup> January 2026**

**Interview dates: TBC**

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We reserve the right to close the advert early should we deem it necessary

