Northwick Manor Primary School

Inclusion Teaching Assistant – TA2

Permanent Vacancy. 30 hours per week

Immediate start date available

An extraordinary education for every pupil



The Rivers
C.of E. Academy Trust

Welcome

Thank you for your interest in our fantastic school.

At Northwick Manor, every child is known, valued and supported to flourish. Inspiring teachers and a rich range of learning and extracurricular opportunities help each child grow and succeed. We believe happy children learn best, so strong relationships between staff, children and parents are at the heart of all we do

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, 92% of pupils met the expected standard in their Phonics Screening Test [2025] and 68.5% 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:	Inclusion Teaching Assistant
Salary:	TA2 (Scale 5-6) Actual salary £18,406.56 - £19,120.32
Contract Type:	Permanent (term time plus TED days), 30 hours per week
Reporting to:	Assistant Head (Inclusion Lead) / Class Teacher /Year Group Lead
Start Date:	Immediate (Subject to Safeguarding procedures)
About	We are seeking a passionate and dedicated **Inclusion Teaching Assistant** to join our school. Our Teaching Assistants play a vital role working alongside our class teachers to support our wonderful students to fulfil their potential and to develop their independence skills.

You will assist in promoting the learning and personal development of the pupils to whom you are assigned, to enable them to make best use of the educational opportunities available to them, including those with special needs. Supporting pupils with SEMH needs including delivering nurture and social skills intervention in small groups or supporting within the classroom. You may be carrying out movement breaks with small groups of pupils. Under the guidance of the AHT (Inclusion) and teaching staff, you will utilise your skills to ensure inclusivity. This will be required either individually or in group work as required, in or out of the classroom.

Job Description

Core Purpose

To assist in promoting the learning and personal development of the pupils to whom you are assigned, to enable them to make best use of the educational opportunities available to them, including those with special needs.

To assist in providing an effective and personalised teaching programme for individuals or groups of children supporting their specific learning need.

Work collaboratively with the teacher and other professionals to deliver outstanding, inclusive, and well-rounded education experience for all.

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

- To be responsible for supporting identified individuals and groups both academically and pastorally.
- To work with the AHT (Inclusion) and subject teachers to plan and lead specific interventions (in areas such as speech and language, reading, spelling, numeracy) with identified pupils and/or groups, undertaking baseline and end of unit assessments.
- To support pupils and work collaboratively to ensure each child is making good progress, that need is being met
- To provide particular support for pupils, including those with special needs, ensuring their safety and access to learning activities.
- To liaise with class teachers, the AHT (Inclusion) and other professionals about individual education plans (IEPs), contributing to the planning as appropriate.
- To provide additional nurture to individuals when requested by the class teacher or AHT (Inclusion).
- To aid pupils with special needs to access all subjects of the national curriculum and encourage their independence as learners.

Job Description (cont)

Key Accountabilities

- To support individuals, small groups or a class of pupils, e.g. as they arrive/leave the class, at break time and lunchtime as required.
- To accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.
- To meet the physical and/ or hygiene needs of pupils as required.
- To promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.
- To prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use.
- To assist teaching staff and other TAs with creating and maintaining displays throughout the school.
- To establish and maintain constructive relationships with pupils' parents .
- To provide administrative and clerical support to teaching staff and other TAs as required.
- To participate in Enrichment.

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

A Teaching Assistant Level 2 may be called upon to provide cover supervision for a group or for a whole class for a session/lesson, this may involve the teaching assistant contributing to the planning, preparation, assessment and reporting.

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	• NVQ 2 for Teaching Assistants (or demonstrate equivalent knowledge skills and experience). • Good numeracy/literacy skills. • 5 GCSE's with a minimum of Grade C or above in Maths and English (or equivalent qualifications)	• Evidence of further CPD • Current First Aid/Paediatric First Aid certificate • Qualifications/training in Speech and Language or physiotherapy/occupational therapy. • Team Teach trained • Training in the relevant learning strategies to support children with a range of needs but in particular, Speech and Language needs, sensory and physical needs.
Experience	• Experience of working within a Primary school – supporting children's learning • Experience of running intervention groups • Experience of working with children with a variety of educational needs – in particular supporting pupils with speech and language needs and sensory and physical needs.	• Experience of supporting pupils with SEMH needs. • Experience of delivering nurture type interventions or social skills intervention. • Experience of delivering Occupational therapy/physiotherapy programmes. • Experience of delivering sensory circuits.
Skills and knowledge	• Understanding of relevant policies/codes of practice. • Good understanding of areas of learning, e.g. literacy, numeracy and SEND. • An understanding of what constitutes high quality educational provision and the characteristics of effective learning • Competent in the use of IT to support learning • Have good level of knowledge and understanding of SEN and understanding of at least one area of learning e.g. English, Maths • An awareness and an understanding of issues of inclusion, especially within a school setting • Have excellent communication skills • Ability to demonstrate positive and highly effective behaviour management skills	Has a strong understanding of behaviour management strategies and the ability to deliver targeted support programmes Delivering Speech and Language activities and programmes of work. Delivering Occupational therapy and physiotherapy programmes.
Personal qualities	• Ability to establish positive relationships with staff , pupils and parents • Flexible and keen to adapt to the needs of the school. • Be encouraging and supportive. • High standards and expectations of pupils and yourself • A positive outlook towards teaching and aiding children's development. • 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. • compassionate and patient approach • Emotional resilience in working with challenging behaviours.	

How to Apply

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

Please email completed application forms to Miranda Giddings, nwoffice@riverscofe.co.uk by **9.00am on Friday 20th th November 2026.**

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

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Northwick Manor Primary School – Home

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