



Part of the  
**Ted  
Wragg** TRUST

# Sidmouth College

## Learning Mentors/ Teaching Assistants

"Every child in every school has a worth and It is important that they are given the opportunity to succeed. Working at Sidmouth College as a Learning Mentor is so rewarding as it gives me the chance to help students to recognise and achieve their potential"

Kay Williams  
Learning Mentor



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# Key Details

## Salary

Grade C.  
Actual Salary £16,143

## Location

Sidmouth College

## Hours

28.75 hours per week:  
Mon-Fri 8:50am-3:20pm  
term-time only

## Interviews

Date to be confirmed

## Closing date

24th June 2025

## Required from

September 2025

*believe • inspire • succeed*

## How to apply

For an informal conversation about the position please contact Amy Baxter, HR Officer at [amy.baxter@sidmouthcollege.devon.sch.uk](mailto:amy.baxter@sidmouthcollege.devon.sch.uk)

An application pack can be found at <https://www.tedwraggtrust.co.uk/vacancy> or click on the apply now button



The Ted Wragg Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All offers of employment are subject to an Enhanced DBS check.



# A Warm Welcome from our CEO



An ambitious and inclusive Trust of schools strengthening our communities through excellent education.



**Moira Marder, OBE**

On behalf of the Ted Wragg Trust, I would like to thank you for your interest in working for our Trust. This is an excellent opportunity to join our Trust and work in one of our 17 schools.

In our **ambitious** and **inclusive** Trust of schools we know that every individual is critical to help us to achieve our collective mission to **transform lives, strengthen communities** and **make the world a better place**.

Our values driven, growing 2-18 Trust, has the highest expectations for every child, every day, with social justice at our core. In this pack you will find out more about how we **support, develop** and **grow great people**.

This is a hugely exciting time for our Trust as we continue to grow, embed, improve and innovate to **improve the life chances of all children** in the South West.



## We demonstrate our love through our values



## How we will succeed



# About Sidmouth College

Sidmouth College is an incredibly special place to work. Visitors to the College always comment on how welcoming it is here; we have a focus on unconditional positive regard for all and this can be felt as soon as you walk in. The College is a school of choice, with a thriving Sixth Form.

We currently have 872 students, with 119 of those in the Sixth Form. The majority of our students are from four local feeder schools, in Sidmouth, Sidbury, Newton Poppleford and Branscombe.

The College is set in the beautiful Sid Valley and the East Devon area of outstanding natural beauty. Our vision is for vibrant and inspirational teaching that raises aspirations; challenges and engages and prepares every student for lifelong learning.

The College sits within an attractive 13 acre campus and staff take every opportunity to make use of the natural environment on our doorstep to support students' learning and creativity.

At Sidmouth College our learners believe they can succeed, staff work hard to inspire and everyone strives to be the best that they can be. We were delighted to be again judged as Good in the most recent Ofsted report in 2022, which recognised our continuous improvement in achieving positive outcomes for all students.

## Our curriculum

Our aim is to provide students with a rich curriculum which builds a lifelong love of learning and meets the needs of the young people within Sidmouth College. The intent of our curriculum is to inspire all students to succeed and ensure they are prepared for adult and working life. This is achieved through a learning journey that provides knowledge, skills and opportunities for all students to become responsible global citizens with positive life chances.

Our curriculum supports students who are numerate and literate to become confident and resilient learners and who engage with the wider community. Our students feel challenged and know what success feels like for them as an individual. Our teachers and co-professionals support our curriculum and ensure that all students regardless of ability, age or background, develop curiosity and critical thinking, as well as fostering aspiration.



# Job Description

## Job Purpose :

To work under the instruction guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for students and to assist the teacher in the management of students and the classroom. Work may be carried out in the classroom or may regularly take place outside the main teaching area.

This role requires the ability to fulfil all spoken aspects of the role with confidence.

## Key Responsibilities

To work under instruction/guidance to enable access to learning by:

- Attending to the welfare and personal care of students including those with special educational needs
- Delivering pre-determined learning/care/support programmes
- Implementing literacy/numeracy programmes
- Assisting with the planning cycle
- Undertaking general clerical/administrative support for the teacher/department

## Duties:

Support the teacher by:

- Creating and maintaining a purposeful, orderly and supportive environment, in accordance with lesson plans
- Assisting with the display of students work
- Using strategies, in liaison with the teacher, to support students to achieve learning goals
- Assisting with the planning of learning activities on a regular basis
- Monitoring students' responses to learning activities and accurately recording achievement/progress as directed
- Providing detailed and regular feedback to teachers on students' achievement, progress, problems etc.
- Promoting good student behaviour, dealing promptly with conflict and incidents in line with established policy and encouraging students to take responsibility for their own behaviour.
- Establishing constructive relationships with parents/carers and where appropriate participating in feedback sessions with parents alongside the teacher
- Administering routine tests, invigilating exams and undertaking routine marking of students work.
- Providing clerical/administrative support e.g. photocopying, typing, filing, money, administration of course work etc.

# Job Description

Supporting students by:

- Supervising and providing particular support for students, including those with special needs, ensuring their safety and access to learning activities
- Assisting with the development and implementation of Individual Education/Behaviour Plans and Personal Care Programmes
- Establishing constructive relationships with students and interacting with them according to individual needs
- Promoting the inclusion and acceptance of all students
- Encouraging students to interact with others and to engage in activities led by the teacher
- Setting challenging and demanding expectations and promoting self-esteem and independence
- Providing feedback to students in relation to progress and achievement under the guidance of the teacher

Support the curriculum by:

- Undertaking structured and agreed learning activities/teaching programmes and adjusting activities according to student responses
- Undertaking programmes linked to local and national learning strategies e.g. literacy, numeracy, KS3, KS4 and KS5, recording achievement and progress and feeding back to the teacher
- Supporting the use of ICT in learning activities and developing students competence and independence in its use
- Preparing, maintaining and using equipment/resources required to meet the lesson plans/relevant learning activity and assisting students in their use.

Support the College by:

- Being aware of and complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, and reporting all concerns to an appropriate person
- Being aware of and supporting difference and ensuring all students have equal access to opportunities to learn and develop
- Contributing to the overall ethos/work/aims of the College
- Appreciating and supporting the role of other professionals
- Attending relevant meetings as required
- Participating in training and other learning activities and performance development as required
- Assisting with the supervision of students out of lesson times, including before and after College and at lunchtimes as required
- Accompanying teaching staff and students on visits, trips and out of College activities as required and taking responsibility for a group under the supervision of the teacher.

# Person Specification

Requirement	Essential	Desirable
<b>Education/Training</b>		
Good standard of education with 5 GCSEs at pass or above, including English and Maths, with English at Grade A*-C	✓	
Requirement to participate in training/development as/when identified by line manager as essential for performance of the post	✓	
NVQ 3 for Teaching Assistants or equivalent qualifications and experience and/or A Level in English/Maths/Science		✓
<b>Experience</b>		
Experience of working within a school environment or with young people	✓	
Experience of working with the national curriculum and child centered intervention programmes		✓
<b>Knowledge</b>		
Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation		✓
Working knowledge of national curriculum and child centered intervention programmes and understanding of the range of support services/providers		✓
Understanding of principles of child development and learning processes and in particular, barriers to learning	✓	
<b>Skills/Abilities/Personal qualities</b>		
Ability to plan, under appropriate supervision and guidance, or in collaboration, effective actions for students at risk of underachieving for reasons of disaffection and/or exclusion	✓	
Ability to self-evaluate learning needs and actively seek learning opportunities	✓	
Ability to relate well to children and adults, including other professionals/carers	✓	
Ability to work constructively as part of a team, to understand classroom roles and responsibilities and own position within these	✓	
Within the parameters of this role, to be able and prepared to prioritise, initiate and deliver intervention strategies	✓	
Capable of working without supervision by being flexible, practical and resourceful, and be able to take the initiative	✓	
Good IT skills—confident in the use of Word, Excel, email and the internet		✓
Ability to envision, enthuse, inspire and motivate students	✓	
Good self-management and self-motivation skills, including the ability to plan and organise one's time effectively	✓	

# #lifeattedwragg

We know that our people are our **greatest asset** and research tells us that happiness at work is directly linked to student happiness and consequently **student outcomes**.

We are working hard to make sure that all our employees **love coming to work**.



Our Trust is dedicated to fostering an environment where employees can **reach their full potential, with dignity, respect, and equal opportunities for all**.

We value the unique contributions of each individual, recognising that **diversity strengthens our community and makes our Trust a positive place to work and grow**.

We are committed to excellent employment practices that attract and retain talent from a variety of backgrounds and communities.

The aim of our people strategy is to be the **greatest place to work in the South West**.

We know that to realise our ambitious aim we must **welcome, retain and develop our great people** who work day in day out to transform the lives of the children in our Trust.



#lifeattedwragg is focussed on ensuring all our employees:

- **Love coming to work** and have a strong sense of belonging
- **Experience high quality development** through our dedicated development curriculums delivered by the Ted Wragg Institute
- **Inspire others** with their open and collaborative approach

To find out more about what it is like to work at the Ted Wragg Trust, explore our development curriculums and hear from our employees please visit our website at [www.tedwraggtrust.co.uk/workwithus](http://www.tedwraggtrust.co.uk/workwithus)



# The Ted Wragg Institute



We want to ensure that our people feel **invested** and **fulfilled in their role** by providing personalised, relevant and engaging professional development. Our brand-new **Ted Wragg Institute (TWI)** delivers our **high-quality development** offer for all, across our family of schools.

Our incredible offer includes Trust CDP, Leadership Development, Networks, Cohort-specific training and NPQs. Take a look at our offer this year here.

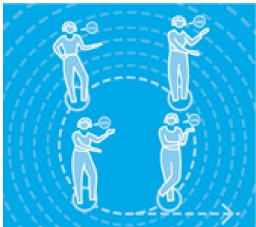
## Early Career Teachers

If you are an Early Career Teacher you will benefit from our tailored Early Career Framework combining weekly instructional coaching, asynchronous independent learning, online 'clinics' and in-person conferences. With a dedicated mentor or coach and access to supportive networks the ECTs in our Trust are supported and developed to reach their full potential.

## Our professional development delivery model

Our professional development delivery is underpinned by our Education key concept (see page 8). We believe that professional development should build knowledge, motivate, develop techniques and embed practice.

At the Ted Wragg Trust, we are research informed and believe that it is important that everyone involved in sharing ideas understands the underlying rationale and evidence base. We ensure that professional development is:



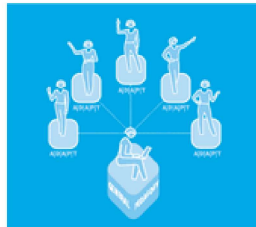
### Sustained

Frequency is critical, not time span



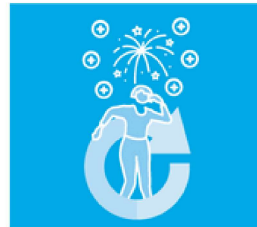
### Practice-Based

Create new habits



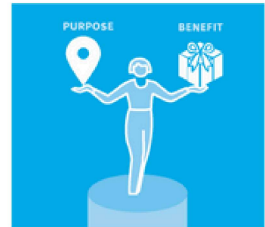
### Domain-Specific

Create new habits



### External Expertise

Challenge the familiar & refresh ideas



### Professional Buy-In

Purpose & benefits eclipse volunteering

We believe this slightly adapted model from 'Teaching Walkthrus 2', Tom Sherrington and Oliver Caviglioli is applicable to all professional development and will underpin the delivery of all our professional development networks, seminars and webinars.



# Our Ted Wragg Standard



Our Ted Wragg Standard provides a **minimum set of high standards** across all our schools to establish clear structures, implement effective processes and hold each other to account **to enable excellence**. It is based on our three key concepts: Leadership, Education and Every Child Succeeds.

## Key Concept: Leadership



We believe that great leadership:



Fiercely educates



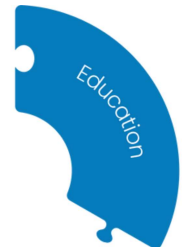
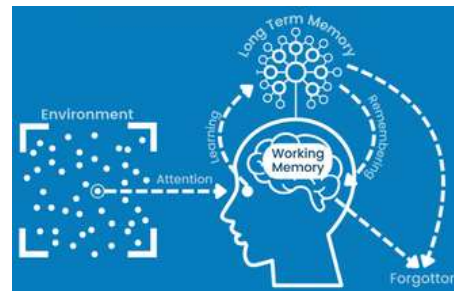
Thrives in a complex system



Is locally enabled

## Key Concept: Education

We have a clearly defined and articulated learning model that is understood by all teaching staff. This model of the learning process uses the concepts of Working Memory and Long-Term Memory. It draws on ideas from Cognitive Load Theory and the work of Daniel Willingham.



## Key Concept: Every Child Succeeds



We believe individual development is well explained using Maslow; that an individual grows in an ecosystem and can be interpreted using Bronfenbrenner's work, and that we are interdependent.

We believe that to enable our children to live a life of opportunity, we need to understand what true inclusion means. To us, our model is based on Maslow's hierarchy of needs and the Bronfenbrenner's ecology of inclusive education.

### Microsystem

#### Child

- sleep well
- eat breakfast
- Follow school rules and routines
- attend school regularly

#### Family

- healthy sleep patterns
- nutritional diet including breakfast
- Online safety parental controls
- adequate housing
- clean clothing
- Support school policies
- Protect from dangers
- attend medical appointments
- Ensure attendance is good

#### School

- Behaviour, Health and Safety, Accessibility, Safeguarding, Supporting Pupils with Medical Conditions and Anti-Bullying Policy
- Online Safety lessons and workshops for parents/carers
- Early Help support
- First Aid trained staff
- Attendance Engagement Officer and Attendance Policy
- Nutritional lunches and free breakfast
- Foodbank support
- Wrap around care

### Mesosystem

- We endeavour to provide a safe and welcoming environment for pupils and their families.
- We listen to our pupils and families and take seriously what they tell us.
- We work in partnership with other agencies such as CAMHS and Early Help

### Macrosystem

- Keeping Children Safe in Education
- Teacher Standards
- Devon and Plymouth Children's Social Services
- 0-25 SEND Team
- Virtual School

# Our Benefits

A critical part of our People Strategy is to ensure that we welcome and retain our great employees and ensure that they are supported both at home and at work.

When you join our Ted Wragg family we are here for you every step of the way. Here are some of the benefits we offer:

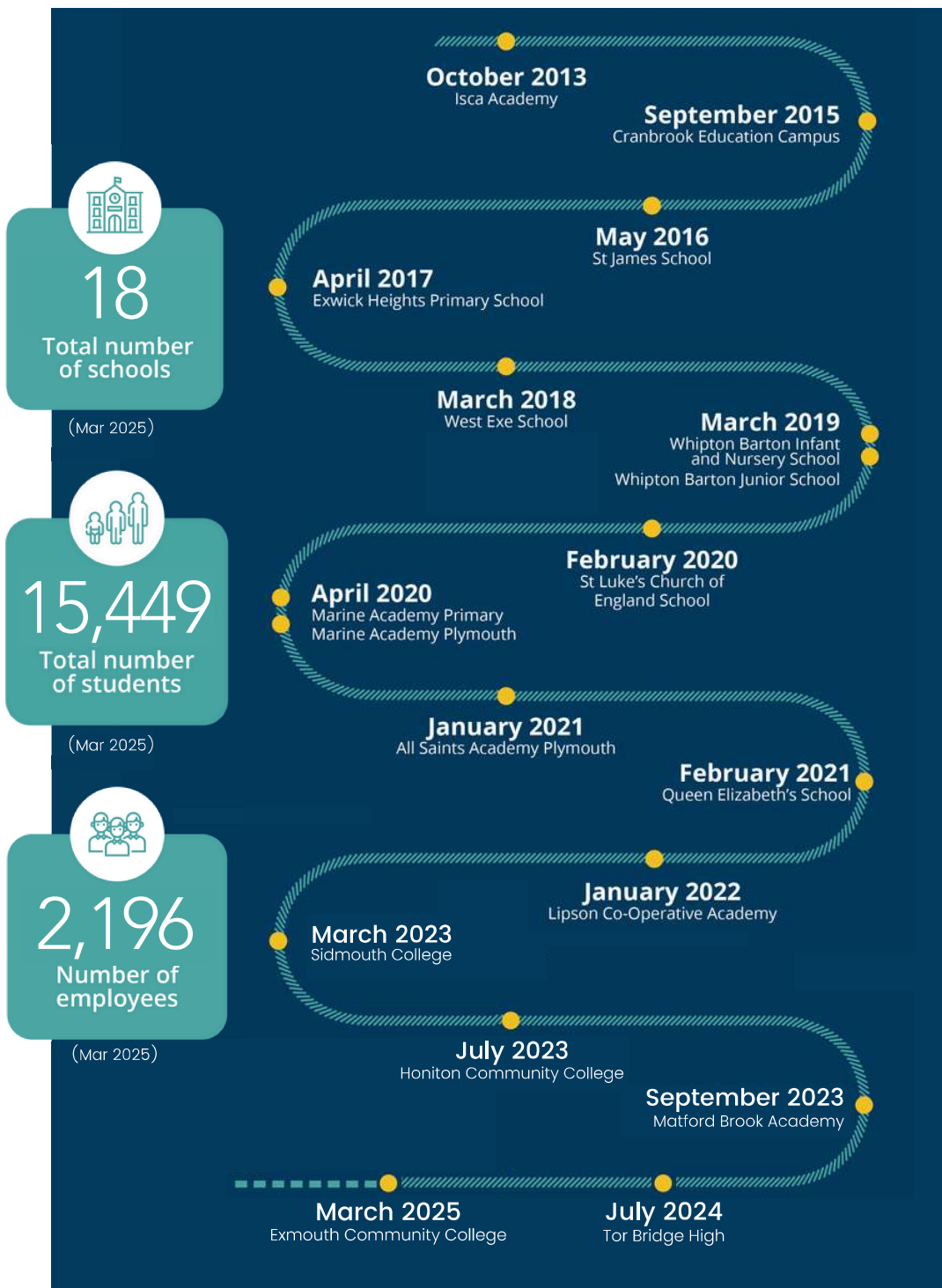
 <p>Exceptional development and networking opportunities</p>	 <p>Cost of blue light cards can be claimed through expenses</p>
 <p>Free annual flu jab, eye test and allowance for glasses</p>	 <p>Exclusive discounts, cashback and vouchers</p>
 <p>Free, confidential employee helpline. Available 24-7 through Health Assured</p>	 <p>Access to Wisdom app to support your mental health</p>
 <p>Up to 10% off all Pure Gyms</p>	 <p>up to the value of £2,000. <a href="http://cyclescheme.co.uk">cyclescheme.co.uk</a></p>
 <p>Up to 2 days paid emergency time off for dependants</p>	 <p>Generous public sector pension schemes for all staff</p>
 <p>Timetabled instructional coaching for all teachers</p>	 <p>Family friendly policies and flexible working opportunities</p>



# Our Trust Journey



Professor Ted Wragg, in whose memory the Ted Wragg Trust is named, was passionate about how education can transform young people's futures.





Part of the  
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Thank you for your  
interest in working for  
us!

