



ENABLE TRUST CANDIDATE PACK



LEARNING SUPPORT ASSISTANT





Welcome

Andrew Buckton

Chief Executive Officer (CEO)

Thank you for your interest in this role and a very warm welcome to Enable Trust.

We are all committed to our vision of “**Achieving More Together.**”

Enable Trust has grown from its founding schools in 2018 into a strong, collaborative partnership, with a shared commitment to delivering the very best outcomes for children and young people. This is an exciting time to join the Trust as we continue to grow, building on our strong foundations and developing how we work together to support our schools and communities.

Our central team plays an important role in supporting our schools, working alongside colleagues across the Trust to provide guidance, consistency and a strong sense of connection. It is a team built on collaboration, professionalism and a shared commitment to making a positive difference.

I feel privileged to have served as CEO since the Trust's inception, and I remain deeply committed to the vision, mission and values that shape our work. We are proud to be a relationship-driven organisation, where inclusion and diversity are not just principles but are lived through our everyday interactions with pupils, staff, families and partners.

We are committed to continually improving what we do, challenging ourselves where needed, supporting others through advocacy, and always acting in the best interests of the communities we serve.

Learning sits at the heart of our Trust, for our pupils and for our staff. We believe in creating an environment where people can grow, develop and contribute meaningfully, and where everyone feels valued and supported.

If our vision and values resonate with you, we would be delighted to hear from you.

I hope to meet you soon.

Best wishes,
Andrew Buckton
CEO



About Enable Trust

Our mission is “*working together passionately to achieve the best outcomes for our specialised SEND and Alternative Provision settings*”.

Enable Trust is a specialist school and Alternative Provision (AP) Multi Academy Trust based in South Gloucestershire. We established in 2018, when our founding schools, Culverhill and New Siblands came together with a shared mission. Since then we’ve opened up Two Bridges Academy, and welcomed Pathways Learning Centre into the Trust, and we’re excited to be on track to be on a growth trajectory.

Our children and young people are at the heart of everything we do.

School	Location	Designation	Pupils
Culverhill (since inception)	Yate	Complex Learning Difficulties	163
New Siblands (since inception)	Thornbury	Profound & Multiple Learning Difficulties Severe Learning Difficulties	124
Two Bridges Academy (opened 2024)	Alveston	Profound & Multiple Learning Difficulties Severe Learning Difficulties	112
Pathways Learning Centre (joined 2025)	Downend	Alternative Provision	170
Trym Valley (opening 2029)	Southmead	Complex Learning Difficulties	164
Sandfield Academy (opening 2028)	Cheltenham	Complex Learning Difficulties	200

We are passionate about advocating for improvement within the education, healthcare and social services systems, and we work with strategic partners at national, regional and local levels to provide a strong voice for positive change.

We also offer a range of specialist outreach services which support our mainstream partners to achieve the best outcomes for their pupils.



About Culverhill

At Culverhill School, we believe every child deserves the opportunity to flourish, achieve and lead a fulfilling life. As a special school for pupils aged 7 to 16 with complex learning difficulties, we are committed to providing a high-quality, holistic education that nurtures each child's unique strengths and supports them to overcome barriers to learning. Our vision, Inspire. Nurture. Thrive., is at the heart of everything we do and guides every decision we make.

Our pupils arrive with a wide range of learning needs and abilities, and all have an Education, Health and Care Plan. We recognise that every learner's journey is different, which is why we provide personalised and engaging learning experiences that combine academic learning with communication, independence, life skills, personal development and emotional wellbeing. We are ambitious for every pupil and work tirelessly to help them develop the confidence, resilience and skills they need for the future.

Relationships are central to our success. We strive to create a safe, supportive and inclusive environment where pupils feel valued, respected and able to thrive. Through small class sizes, highly personalised support and strong partnerships with families and professionals, we help every young person make meaningful progress and celebrate their achievements.

Our staff team is dedicated, passionate and deeply committed to achieving the very best outcomes for pupils. We work collaboratively, supporting and learning from one another while maintaining high expectations for what our young people can achieve. As part of Enable Trust, colleagues benefit from professional development opportunities, collaboration across schools and a culture that values innovation, reflection and continuous improvement.

Joining Culverhill School means becoming part of a community built on trust, compassion, integrity and a shared commitment to helping children and young people thrive. Whether you are working directly with pupils or supporting the school behind the scenes, your contribution will make a genuine difference to the lives of our learners and their families.



achieving more together

Job Profile

Job Title:	Learning Support Assistant
Salary/Range:	ET Grade 9 SCP 12-19 £28,598-£32,061 FTE (pay award pending)
Hours:	Full Time, 32.5 hours per week Monday to Friday
Base:	Culverhill School in Yate
Responsible to:	Assistant Headteacher
Direct Supervisory Responsibility for:	None
Important Functional Relationships: Internal/External	Other school and trust staff, parents/carers.

At Culverhill School, we believe every child deserves the opportunity to thrive, achieve and develop the skills they need for a happy and fulfilling future. As a Learning Support Assistant, you'll play a vital role in helping our pupils overcome barriers to learning, build confidence and achieve success in their own unique way.

Working alongside teachers and other professionals, you'll support pupils with a range of learning, communication, social and emotional needs, helping them to access learning, develop independence and make meaningful progress. Every day brings new opportunities to make a difference, whether that's celebrating a small breakthrough, encouraging resilience or helping a pupil achieve something they once thought was impossible.

This is a rewarding role for someone who is patient, positive and committed to helping children and young people thrive. You'll join a supportive and dedicated team who share a passion for creating an inclusive environment where every pupil feels valued, safe and successful.



Job Description

How you'll make an impact

Supporting pupils to learn and achieve

- Work alongside teachers to support pupils in accessing learning and achieving their individual goals
- Deliver learning activities for individuals and small groups, helping pupils build confidence, skills and independence
- Adapt resources and approaches to meet the diverse needs of learners
- Support the development of communication, literacy, numeracy and life skills across the curriculum
- Contribute to monitoring progress and sharing observations to help inform next steps in learning
- Encourage curiosity, resilience and a positive attitude towards learning every day

Helping pupils feel safe, included and ready to thrive

- Build positive and trusting relationships with pupils, acting as a consistent and supportive adult role model
- Support pupils' social, emotional and personal development throughout the school day
- Promote positive behaviour and help pupils develop the skills they need to regulate their emotions and engage successfully in learning
- Encourage independence and celebrate each pupil's achievements, however big or small
- Support pupils with personal care, health and physical needs where required, following appropriate training and guidance
- Help create a safe, nurturing and inclusive environment where every pupil feels valued and able to succeed

Working together to make a difference

- Work collaboratively with teachers, therapists, families and other professionals to provide the best possible support for pupils
- Contribute to the preparation of learning resources and engaging classroom environments
- Support school activities, educational visits, enrichment opportunities and wider school events
- Participate fully in team meetings, training and professional development opportunities
- Play an active role in safeguarding and promoting the welfare of children and young people
- Contribute positively to the wider life of the school and uphold the values of Culverhill School and Enable Trust

Person Specification

Criteria	Essential	Desirable
Experience	• Experience of working with children or young people • Experience of supporting learning, development or wellbeing • Experience of working effectively as part of a team	• Experience within a school or educational setting • Experience supporting children and young people with SEND • Experience supporting pupils with communication, social, emotional or behavioural needs
Knowledge and Skills	• Ability to build positive relationships with children and young people • Good verbal and written communication skills • Ability to support pupils with a range of learning needs • Good organisational skills and attention to detail • Basic ICT skills • Understanding of the importance of safeguarding and inclusion	• Knowledge of SEND, inclusion and alternative approaches to learning • Knowledge of communication strategies or assistive technology • Understanding of behaviour support approaches



Person Specification

Criteria	Essential	Desirable
Personal Attributes	• Patient, compassionate and caring • Positive, flexible and resilient • Committed to helping every child achieve their potential • Calm and professional when responding to challenges • Able to work collaboratively with colleagues, families and professionals • Willingness to learn and undertake professional development	
Qualifications	• GCSE English and Mathematics Grade 4/C or above (or equivalent)	• Level 3 Teaching Assistant qualification or equivalent • Relevant training in SEND, safeguarding, behaviour support or communication needs

As a growing Trust, our roles naturally evolve over time. We're looking for someone who is flexible, open to change, and keen to grow with us, making the most of professional development opportunities along the way.

This job description gives an overview of the role as we see it today, but it isn't set in stone. We'll keep it under regular review and may make changes over time, always through open conversation with the post holder. From time to time, you may also be asked to take on other reasonable duties that support the wider work of the Trust.



Recruitment Process

What you can expect from us

Inclusivity: We warmly welcome applications from under-represented groups, including those relating to ethnicity, gender, age, disability, sexual orientation or religion.

Clear information: This pack includes a Job Profile and Person Specification, including safeguarding responsibilities, so you know what to expect.

A straightforward process: Applications are completed online via Eteach, we aim to keep things simple and transparent with a single stage interview process designed to help you share your experience, skills and potential.

Open communication: We'd love you to feel informed and comfortable throughout. If you're considering applying, our Headteacher would be very happy to have an informal chat about the role and answer any questions.

Respect and fairness: We're committed to treating every candidate with honesty, professionalism and care.

Constructive feedback: We aim to provide timely, helpful feedback wherever possible.

Reassurance: We take your privacy seriously, full details can be found in our Privacy Notices on the Trust website.

How to apply

The closing date for applications is 24th September 2026 at 09:00, with interviews planned for 1st October 2026.

Applications should be made online via Eteach and completed in full, clearly demonstrating how you meet the skills and experience outlined in the Person Specification.

You can find out more about the Trust at www.enabletrust.org.uk

If you'd value an informal conversation about the role with our Headteacher at Culverhill, please contact: Chris.Walker@culverhillschool.org.uk

We look forward to hearing from you.



Keeping Children Safe

Enable Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Suitability to work with children and young people will form part of the selection process. Keeping children safe

You will be asked to account for any gaps or discrepancies in your employment history. Short-listed applicants will be asked to complete a self-declaration of their criminal record or information that would make them unsuitable to work with children and young people. We will carry out online searches on all short-listed applicants, in accordance with Keeping Children Safe in Education, Part 3, Safer Recruitment.

Where given permission to do so, references will be requested for short listed candidates prior to interview. Referees will be asked about their relationship to you, your current post and salary, your performance history and conduct, any disciplinary action involving the safety and welfare of children, details of any substantiated allegations or concerns relating to the safety and welfare of children, and whether they have any concerns about your suitability to work with children.

Candidates attending an interview should expect the interview panel to explore issues relating to safeguarding, and at least one member of the panel will be trained in Safer Recruitment.

All successful applicants will be required to undergo security and vetting checks appropriate to the post, including checks with past employers and an enhanced DBS check. Applicants must be aware that it is an offence to apply for a role if barred from engaging in regulated activity relevant to children and young people