SUPPLY TEACHING ASSISTANT

APPLY BY FRIDAY 27TH NOVEMBER 2026 AT 9AM

INTERVIEW WEEK COMMENCING 30TH NOVEMBER

THE ROLE

The Trust Board is looking to appoint a dynamic and adaptable **Level 2/3 Teaching Assistant** to join our **EYFS** team as soon as possible, who will be able to provide **flexible cover** for TA colleagues' short-term absence; release for CPD; and support our continuous provision as a play leader during the lunchtime period, as one of a team of highly effective teaching assistants.

The successful candidate should have experience of working in this capacity.



Where everyone flourishes...

JOB SPECIFICATION

TO BE SUCCESSFUL, YOU WILL NEED:

- to be flexible and adaptable
- to have achieved Level 2 / Level 3 TA standard
- high expectations for yourself and our pupils
- to be a good role model for pupils and colleagues
- to be a team player
- to ensure that all pupils make expected or more progress towards aspirational targets
- to have experience of delivering interventions, using assessment for learning to adapt teaching and evaluate progress
- to champion our high standards of pupil behaviour and expectations of good character
- support the development of an inspiring and innovative curriculum
- uphold the inclusive principles that are integral to our ethos
- understand the needs of our varied community
- hold Maths and English GCSE grades 4 or above.
- Experience of working in EYFS settings

Find out more and apply: WWW.RYDERS-HAYES.CO.UK/VACANCIES

Contact: E.HARRINGTON@PRIMARYLEARNINGTRUST.COM

SUPPLY TEACHING ASSISTANT

THE ROLE

Location		**Ryders Hayes School**	
Role TitlE	*Supply Teaching Assistant*	Reporting to:	*Deputy Head Teacher*
Contract Type	*Casual Supply, Zero Hours*	Start Date:	*ASAP*
Pay Scale:		*SCP 3 - 19, (FTE £25,614 - £33,119) dependent on experience*	

Teaching and Learning Support

1. Support the class teacher in delivering engaging and effective learning activities.
2. Work with individual pupils and small groups to reinforce learning and develop confidence.
3. Assist pupils with classroom tasks, ensuring they understand instructions and remain engaged.
4. Adapt support to meet the differing abilities and needs of pupils, including those with SEND.
5. Prepare and organise classroom resources and learning materials as required.

Pupil Support and Wellbeing

1. Promote a positive, safe and inclusive learning environment where all pupils feel valued.
2. Encourage positive behaviour in line with the school's behaviour policy.
3. Support pupils' social, emotional and personal development.
4. Provide additional support to pupils who may require assistance with communication, independence or accessing learning.
5. Supervise pupils during classroom activities and other designated periods as required.

Classroom Organisation

1. Assist the class teacher in maintaining a safe, organised and stimulating classroom environment.
2. Support classroom routines and transitions throughout the school day.
3. Help maintain learning resources and equipment.
4. Work collaboratively with teaching staff and other support colleagues to ensure consistency in pupil support.

SUPPLY TEACHING ASSISTANT

THE ROLE

Safeguarding and Health and Safety

1. Promote and safeguard the welfare of all pupils in accordance with the Trust's safeguarding policies and procedures.
2. Report any safeguarding concerns promptly to the Designated Safeguarding Lead.
3. Follow school health and safety procedures and report any concerns.
4. Maintain confidentiality regarding pupils, families and school information.
5. Support pupils with personal care where required, in accordance with school policies and appropriate training.

Professional Conduct

1. Demonstrate flexibility and adaptability when working across different classes and year groups.
2. Establish positive professional relationships with pupils, staff and the wider school community.
3. Follow instructions and guidance provided by class teachers and senior leaders.
4. Uphold the values, policies and expectations of Primary Learning Trust.
5. Participate in relevant training and professional development where required.

Primary Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS check is required for all successful applications.

We warmly welcome you to an informal virtual meeting/ a look around the school.

Please call Miss Harrington to arrange an informal call or visit to the school on 01922 683008 or email e.harrington@primarylearningtrust.com for further details and any queries.

Application forms and further details are available by contacting Miss Harrington directly or visiting the school website.

SUPPLY TEACHING ASSISTANT

JOB DESCRIPTION

Qualifications, Skills, Experience & Knowledge	Essential	Desirable
GCSEs (or equivalent) in English and Maths (Grade 4/C or above)		✔
Level 2 or Level 3 Teaching Assistant qualification (or equivalent)		✔
Experience of working with primary-aged children in an educational setting	✔	
Understanding of how children learn and develop	✔	
Experience of supporting pupils with Special Educational Needs and Disabilities (SEND)		✔
Understanding of safeguarding and child protection responsibilities	✔	
Knowledge of positive behaviour management strategies	✔	
Ability to support individual pupils and small groups with learning activities	✔	
Knowledge of the primary curriculum, including EYFS		✔
Experience of supporting pupils with additional learning, social or emotional needs		✔

Performance Attributes	Essential	Desirable
Good organisational skills and ability to manage time effectively	✔	
Strong communication and interpersonal skills	✔	
Willingness to learn and develop new skills	✔	
Ability to build positive relationships with pupils and staff	✔	
Ability to work effectively as part of a team	✔	
Flexible and adaptable approach to working across different year groups and classrooms	✔	
Professional, patient and positive attitude	✔	
Ability to follow instructions and use initiative when appropriate	✔	
Understanding of the importance of confidentiality	✔	
Ability to promote positive behaviour and support classroom routines	✔	

SUPPLY TEACHING ASSISTANT

JOB DESCRIPTION

Performance Attributes	Essential	Desirable
Ability to respond sensitively to pupils' individual needs	✓	
Basic IT skills and willingness to develop further	✓	
Commitment to inclusion, equality and the values of Primary Learning Trust	✓	
Ability to remain calm and professional in challenging situations	✓	

Additional Requirements	Essential	Desirable
ommitment to safeguarding and promoting the welfare of children and young people	✓	
Willingness to undertake relevant safeguarding and professional development training	✓	
Flexibility to accept supply work at short notice, subject to availability	✓	
Willingness to work across EYFS, Key Stage 1 and Key Stage 2	✓	
Ability to meet the school's safer recruitment and pre-employment checking requirements	✓	
Willingness to undertake personal care duties where required, with appropriate training	✓	
Previous experience of working in more than one primary school or educational setting		✓

ABOUT PRIMARY LEARNING TRUST

Primary Learning Trust formed in September of 2024, bringing together Ryders Hayes School, and New Invention Learning Academy. Our mission is clear: to educate all our primary children for life, inspired by expert professionals, in a place where everyone flourishes. This mission is at the heart of everything we do and will guide us as we embark on this academic year and future years. I want to highlight the four core values shaping our journey: Belonging, Flourishing, Collaboration, and being Evidence-Informed.



Belonging: We are committed to creating an environment where every child, teacher, and staff member feels a strong sense of belonging. This means fostering an inclusive, supportive, and respectful community where everyone feels valued and heard in a place of psychological safety. Where each child's unique qualities and perspectives are celebrated, ensuring that they feel part of something bigger than themselves.



Flourishing: Our goal is for everyone in our community to flourish. We will nurture not only academic excellence but also the personal growth and well-being of our people. By providing a holistic education that addresses intellectual, emotional, and social needs, we aim to help every individual reach their full potential and lead fulfilling lives - children and staff.



Collaboration: Is at the core of our approach. We believe in the power of working together—trustees, governors, teachers, children, parents, and the wider community—to create a rich and supportive learning environment. By sharing ideas, resources, and expertise, we can overcome challenges and achieve greater success collectively.



Evidence-Informed: Our commitment to being evidence-informed means that our decisions and practices will be guided by the latest research and best practices in education. We will continuously evaluate and improve our methods to ensure we provide the highest quality education for our children. This approach will enable us to adapt and innovate, preparing our children for their futures.



2
PLT Schools



827
PLT Children



126
PLT People

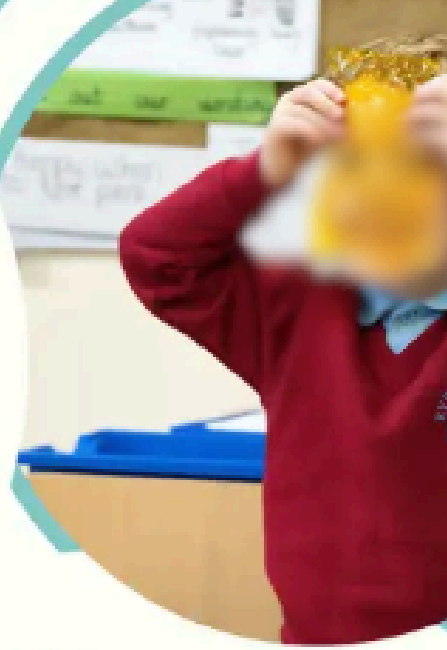


WWW.PRIMARYLEARNINGTRUST.COM

Our Mission

We are dedicated to educating all primary children for life, inspired by expert professionals in a nurturing environment where everyone can **flourish**. Through intentional **collaboration** and continuous improvement, we aim to provide every child with the opportunity to succeed and grow into empowered, well-rounded individuals.







OUR PEOPLE STRAGEGY

The Primary Learning Trust People Strategy, the first of its kind, has never been more important for us to have in place and enact. It aims to bring together all aspects of our approach as a good employer in one place.

We aim for this strategy to resonate with everyone working within the Primary Learning Trust as we navigate the evolving educational landscape and its challenges. This strategy builds on the talent we have, the talent we aim to cultivate, the talent we aspire to attract, and the talent we seek to retain. It is guided by the HM Government White Paper, Opportunity for All: Strong Schools with Great Teachers for Your Child.

Our people, regardless of where or in what capacity they work at Primary Learning Trust, are paramount to our success. We want to attract and retain the best people to our roles, harness the talent we have, deliver upon our commitments to a diverse, inclusive and sustainable workforce, whilst ensuring the health, wellbeing and happiness of our staff at work, with one common goal, to help our children to be *the best they can be.*

This plan demonstrates our commitment to ensure people, teams, and leaders are front and centre, that they feel motivated, engaged and productive, in an environment where all staff can fulfil their potential and *be the best they can be too,* with inclusion and equality of opportunity.

https://heyzine.com/flip-book/eec1eb81c0.html