ANGLIAN LEARNING

Welcome to our Trust

Teaching Assistant Recruitment Pack



Contents

03 Welcome

05 About Anglian Learning and Soham Village College

07 Working for Anglian Learning

09 Role Summary

10 Job Description and Person Specification

14 How to Apply

Welcome to Anglian Learning



Thank you for your interest in the position of Teaching Assistant.

Anglian Learning is an ambitious, forward-looking multi-academy trust. Our members share the firm belief that all young people deserve to have access to an excellent education and exciting opportunities, which in turn will help prepare pupils to thrive in their local, national and global communities.

This is reflected in our Core Purpose of Transforming Together to enable inclusive and aspirational learning in every classroom, empower leaders across every academy, and ensure inspiring opportunities and educational success for our learners, people and communities.

Our organisation has been founded on strong collaborative and trusting relationships, where everybody is committed to sharing their successes, but equally open to innovative ideas and alternative perspectives. We also passionately believe that our most valuable resource is our people, and if you apply and are successful in your application, we promise to develop and support you in your career, as well as provide a caring, friendly environment in which to work.

For an informal discussion regarding this role, please contact peopleservices@anglianlearning.org

I hope that you find the following information useful. If you wish to make an application for this vacancy, please see the instructions within.

We look forward to hearing from you.

Jonathan Culpin
CEO, Anglian Learning

Our Values:

Aspiration
We are ambitious for ourselves and all those in our community to be the best we can be.

Community
We underpin our relationships with a culture of support, respect and trust, recognising we are stronger together.

Empowerment
We enable our academies, staff and learners to embrace new ideas and think creatively.

Inclusivity
We believe in equality of opportunity, celebrating everyone's differences and supporting learners of all abilities from all backgrounds.



About Anglian Learning

Founded in September 2016 by four community-facing secondary schools committed to sharing knowledge and providing mutual support, Anglian Learning has grown to become one of the leading school trusts in the region.



Educating more than 11,000 pupils and employing over 1,650 staff across three counties, pupils, their families and the wider community benefit directly from the resources, time and expertise given by our Trust. While each school retains its own unique identity and ethos, we are collectively passionate in our belief that we are stronger together.

Alongside this, our Trust remains committed to its heritage, which is rooted in local communities. Several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under Anglian Leisure. Local, high-quality quality and representative governance of schools is a key aspect of our leadership structure.

In addition to our commitment to celebrating our community ethos, we believe strongly in empowering our people. The role of our Trust is to provide the environment in which colleagues can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, curriculum development, inclusion, finance, ICT, business support and operations. Therefore, our schools have the capacity and focus to drive school improvement in the curriculum, teaching, behaviour and in establishing the healthy culture and ethos that underpins this.

Educating more than

11,100

pupils

Employing over

1,650

members of staff

3

counties

22

academies

About Soham Village College



Soham Village College is a delightful place to work. Our highly skilled teams of teachers and support staff work in a collaborative culture with a commitment to high quality professional development and the delivery of outstanding teaching and learning. The strong relationships between students and staff, the well-resourced classrooms and the beautiful 40-acre site contribute to an extremely positive learning environment. We offer over 100 extra-curricular activities and are consistently over-subscribed.

Our GCSE results, continue to be strong as a result of highly skilful teaching. Ofsted identified during their most recent visit that students 'produce work of exceptional quality'.

We are particularly proud of our students, who are well-motivated and keen to learn. Ofsted recognised that our 'students are extremely polite and respectful' and their 'behaviour is exemplary'.

We have high aspirations for our students and hope that you will want to be part of our team as we prepare them for the future.





Working for Anglian Learning

One of our core design and decision-making principles is that we constantly strive to build a healthy organisational culture, central to which is making sure we are a learning community where everyone can achieve their potential. We create a strong sense of belonging and a place where staff feel appreciated and fairly rewarded for the work they do. We are a flexible employer that supports colleagues to balance their lives and recognises how staff give back to our young people.

Staff survey

Our most recent staff survey indicated that a high proportion of staff:

- Feel as though they belong within Anglian Learning
- Agree that they are provided with relevant opportunities for professional development
- Feel that there is a positive culture of psychological safety within their school
- Have high levels of job satisfaction and happiness at work
- Would recommend our organisation as a great place to work
- Almost all staff who responded to the survey feel part of a team within their school and can rely on colleagues for support when needed.

Joining Anglian Learning comes with a range of benefits, fostering both personal and professional growth. Our coaching and mentoring programmes are designed to offer tailored support that enhances your skills and career development. For further information about the opportunities available for this role please contact peopleservices@anglianlearning.org

Benefits

Other benefits and support available to all Trust employees include:



Career Average Revalued Earnings Pension Scheme (CARE)



Cycle to Work Salary Sacrifice Scheme



Free membership to all Anglian Learning Sports Centres



20% discount on Anglian Learning Adult Education Courses



Professional Development Scheme Policy



Employee Assistance Programme offering a range of services to staff and their families



Specsavers VDU Vouchers



Boots Flu Vouchers



20 % Discount on certain mobile phone contracts with EE



Access to a wide range of discounts on high street and online shopping via 'Teacher Discounts' and the 'Blue Light' card





Role Summary

We are looking for a caring, enthusiastic and committed Teaching Assistant to join our Learning Support Team.

The successful candidate will work closely with the SENCo Team and teaching staff to support students. You will provide targeted support for students with SEND, helping them to access learning, develop independence and achieve their potential.

The role will include delivering small-group and individual interventions in areas such as literacy, metacognition, emotional resilience and communication skills, as well as supporting students during lessons, form time, break and lunchtime.

We are looking for someone who:

- Is passionate about supporting young people and promoting inclusion.
- Has a positive, patient and nurturing approach. Can build strong relationships with students and colleagues.
- Is confident supporting students with a range of SEND needs.
- Can work effectively as part of a team while also using their own initiative.
- Is committed to safeguarding and the wellbeing of all students.

If you are enthusiastic about making a real difference to the learning, confidence and wellbeing of young people, we would love to hear from you

Job Description
Teaching Assistant
Soham Village College

SALARY:	NJC Scale 3, points 5 to 6 £26,427 - £26,847 FTE) £19312.04 - £19618.96 (plus annual leave pay)
HOURS:	32.5 hours per week term time only.
PENSION:	LGPS Pension Scheme
DISCLOSURE LEVEL:	Enhanced DBS plus Barred List Checks
LOCATION:	The post holder will be based at Soham Village College but will be expected to work across the Trust and to travel between sites.
RESPONSIBLE TO:	Deputy Headteacher

Purpose of the role:
- To support the classroom teacher to facilitate the active participation of students in the academic and social activities of the school.
- To contribute to raising standards of achievement for all SEND students.

Details of the job:
- To support SEND students within mainstream lessons, as directed by the SENCo Team.
- To deliver form time interventions with SEND students, as directed by the SENCo Team.

Intervention work could include:
- Literacy. For example, reading, spelling, handwriting, typing, precision teaching.
- Metacognition. For example, note Taking, mind-maps, revision techniques.
- Emotional resilience. For example, 5 point scale, growth mindset, anxiety work, anger work.
- Communication skills. For example, social communication, social stories, speech and language strategies.

MAIN RESPONSIBILITIES

1. Support for children
- In conjunction with the classroom teacher, adapt lessons to meet the needs of individual students and small groups.
- Take responsibility for delivering learning activities with small groups who would benefit from a different learning approach as agreed.
- Establish and maintain supportive relationships with individual students, small groups and parent/carers to ensure they understand and can achieve the tasks.
- Provide learning support as required for students with special needs, or where English is not their first language.

- Support students with a range of different learning difficulties and disabilities.
- Encourage and promote inclusion in the classroom and during breaks and lunchtimes, ensuring all students feel involved with tasks and activities.
- Support students with exams access arrangements.
- Contribute to and carry out Assess, Plan, Do, Review cycles maintaining up to date records.

Support for the curriculum

- Support students across all key stages.
- Provide targeted interventions to enhance learning and improve attainment

Support for the teacher/SENCo Team

- Assist in maintaining records and contribute to reports on student progress and development as directed.
- Monitor and track progress to provide feedback to assist in Learning plans for students with special educational needs and disabilities.
- Contribute to the planning and evaluation of work programmes for individual students and groups.
- Contribute to the management of student behaviour, including anticipating and taking action to prevent potential problems arising

Support for the school

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Participate in and support the professional development of other teaching assistants as required.
- Flexibly cover for other colleagues within the Learning Support team.
- Provide support for vulnerable students during break times and lunchtimes.

Safeguarding

- Be aware of, and comply with the policies and procedures relating to child protection and safeguarding, reporting any concerns to a Designated person.

Person Specification

Teaching Assistant

Soham Village College

Qualifications and Training

Essential:	Desirable:
• Good general education, including GCSE English and Maths, with a Grade C or equivalent	

Experience

Essential:	Desirable:
• Experience working or supporting young people / children • Experience working within a collaborative team	• experience working or supporting children with complex or additional needs • experience working within education.

Skills and Knowledge

Essential:	Desirable:
• Good written and spoken English as well as strong communication skills • Flexible approach to work, and adaptability • Empathy and ability to remain calm and patient • Competent use of IT systems, particularly Microsoft platforms • Understanding of confidentiality	• Knowledge of safeguarding procedures • Knowledge of additional needs

Personal Qualities

- A genuine liking and respect for young people
- An adaptable and flexible approach to working
- Calm, resilient and a firm but fair approach
- An appropriate professional relationship with colleagues and children
- A strong commitment to safeguarding and promoting the welfare of young people
- A satisfactory enhanced DBS check, 2 references and medical clearance for the role.

How to apply

Dates

CLOSING DATE:	13 December 2026
INTERVIEW DATES:	16 December 2026
START DATE:	February 2027

We reserve the right to close this advert prior to the publicised closing date if we receive a high volume of suitable applications. Applications will be reviewed as received so please apply early to avoid disappointment!

If you are passionate about being a Teaching Assistant and meet the person specification we invite you to apply for this exciting opportunity via https://anglianlearning.org/join-anglian-learning/vacancies/

To find out even more, have an informal discussion or arrange a visit to the Trust, please contact the Trust's People Services Team via peopleservices@anglianlearning.org

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment and undergo appropriate checks. Therefore, all posts within the Trust are subject to robust pre-employment checks including but not limited to an enhanced Disclosure and Barring Service check

This job entails work that is considered regulated activity i.e. work which involves regular close and unsupervised contact with children or vulnerable adults. As such additional pre-employment checks will be required and communicated to the successful candidate at the offer stage.
This post is exempt from the Rehabilitation of Offenders Act. Our policies for Ex-Offenders, GDPR, Safeguarding and Recruitment can be found on our website: www.anglianlearning.org.'

We value diversity and welcome applications from all, including those with protected characteristics under the Equality Act. Should you require reasonable adjustments to support your participation in an Anglian Learning recruitment campaign please do not hesitate to get in contact as we are happy to discuss your requirements.'

Flexible working, including part-time hours and job shares, will be considered for all Anglian Learning roles with the exception of where this is not compatible with the business needs. Should you be interested in flexible working please indicate this on your application.

Privacy Notice for Job Applicants - https://anglianlearning.org/information/data-protection-policies/

Please note the photo(s) of pupils attached to this notice were used under the legal ground of consent, for the purpose of preparing publications that promote the schools.

Get in touch

Anglian Learning
Lode Road
Bottisham
Cambridge
CB25 9DL

PHONE: 01223 340340

EMAIL: peopleservices@anglianlearning.org

WEBSITE: www.anglianlearning.org

SOCIAL MEDIA: