

Candidate brief for the position of **Teaching Assistant** **Darrick Wood Junior School**

Application Deadline: 9am on Tuesday 8 September 2026

Interviews: Tuesday 15 September 2026

Darrick Wood Junior School is part of Lumero Educational Trust



Dear Applicant,

Thank you for expressing an interest in working in our Trust. This pack tells you more about our Trust, Darrick Wood Junior School, the role and the person we are looking for.

As a Trust, we comprise eight primary schools and four secondary schools across the London Boroughs of Bromley and Croydon, as outlined on the next page.

Our overarching aim for all our schools is **learning together, inspiring all**. We are committed to **excellence**, having great aspirations for our children and young people, and encouraging them to seek out and take hold of opportunities. Our drive for excellence is supported by our **collaboration**, and we are committed to sharing expertise to empower and inspire all individuals in our schools to thrive in a global world. This is underpinned by **inclusion**. We celebrate and respect the diversity in our communities, and we have a shared expectation in everyone to achieve in an ever-changing world.

This is an exciting opportunity for a motivated and passionate individual to join our team and make a real impact upon our students, helping to shape their future.

This post is available from 1 October 2026 and would suit someone who is hardworking, dedicated and keen to work in an aspirational educational trust.

Please complete the application form as fully as possible.

We very much look forward to hearing from you.

Yours sincerely



Terry Millar
Chief Executive

Our Schools



BIGGIN HILL
PRIMARY SCHOOL



BULLERS WOOD
SCHOOL FOR BOYS



BULLERS WOOD
SCHOOL FOR GIRLS



CHARLES DARWIN
SCHOOL



CHELSEFIELD
PRIMARY SCHOOL



CHISLEHURST
SCHOOL FOR GIRLS



DARRICK WOOD
JUNIOR SCHOOL



GREEN STREET GREEN
PRIMARY SCHOOL



THE HIGHWAY
PRIMARY SCHOOL



ORCHARD WAY
PRIMARY SCHOOL



TUBBENDEN
PRIMARY SCHOOL



PRATTS BOTTOM
PRIMARY SCHOOL

Darrick Wood Junior School

Darrick Wood Junior School ([visit the school's website here](#)) is a large three-form entry junior school on the outskirts of the London Borough of Bromley. We are looking to strengthen our team of teaching assistants with the addition of a dedicated and caring practitioner who is passionate about learning and committed to making every school day count.

We are blessed with staff who are, without exception, committed to the well-being, happiness, growth and development of the young people in our care each day. Working together we provide an environment where each and every pupil feels valued and learning can flourish.

The Role

Start Date:	1 st October 2026 (or sooner if possible)
Working Pattern:	Part Time - Permanent Position 22 hours 20 minutes per week 39 weeks per year 8.45am-12.15pm (including a 20mins break) Monday to Friday PLUS 1.25pm-3.35pm on three afternoons (to be agreed at interview).
Salary:	Bromley Localised Payscale BR4 p.12 (FTE £25,522) Actual pro-rata salary: £13,802.75 per year (salary is paid in equal amounts over twelve months)
Place of Work:	Darrick Wood Junior School Our schools

We are seeking to appoint a Teaching Assistant to join our talented team of support staff, working as a member of a multidisciplinary team, under the leadership and supervision of the class teacher(s) and the SENDCo/Inclusion Manager. They will be required to regularly work on a 1:1 basis with children but also with small groups of children, including those with SEN, and as a class TA supporting the children's learning needs and supervising their general care. Experience of delivering maths and speech and language interventions would be desirable.

The successful candidate will be a caring, supportive and inclusive professional who is passionate about supporting children's learning and wellbeing as well as promoting positive

relationships with pupils, parents/carers and colleagues. They will be able to show initiative, provide interventions and deliver positive learning experiences, working well as part of a team as well as independently.

We are an equal opportunities employer and are committed to fostering a diverse, inclusive culture. We particularly encourage applications from candidates from backgrounds currently underrepresented in our staff body.

Application Process

How to apply

Applicants should complete the trust's application form and submit it to ccasati@lumero.org by **9am on Tuesday 8 September 2026**.

Interview Process

Candidates will be shortlisted, and successful candidates will be interviewed on Wednesday 15 September 2026.

- Suitable applications will be shortlisted for interview as quickly as possible.
- If you are successful, you will receive an email inviting you to attend for an interview. We may also contact you by phone. It is therefore important that you give us a daytime telephone number and an email address that you regularly access so that we can contact you to make the necessary arrangements if you are shortlisted.
- If you require any assistance in attending an interview, please let us know the nature of that assistance in good time so that we may make appropriate arrangements.

Candidates called to interview will

- have an opportunity to meet with staff.
- be expected to conduct a task to test areas required as per the person specification.
- attend a panel interview.

Pre-employment Checks

Lumero Educational Trust is committed to safeguarding and promoting the welfare of children and young people, and an appointment will be subject to satisfactory enhanced disclosure from the Disclosure and Barring Service. Please note that an enhanced check will reveal all criminal convictions on record, including those that might be considered "spent".

The successful applicant will also be required to:

- Provide details of two referees who know them in a professional capacity. It is policy to take up references BEFORE interviews where possible. Employment is conditional on these references being deemed satisfactory.
- Provide proof of all relevant qualifications.
- Provide proof of eligibility to work in the UK.
- Complete a Medical Declaration and receive fitness to work.

Policy on Equal Opportunities

The Trust is an Equal Opportunities employer and appointments are based on the applicant's ability to meet the requirements of the position. The Trust is opposed to any form of discrimination against any individual or group and welcomes the fact that our Trust includes a diversity of individuals from many races and cultures. Behaviour, which is discriminatory on the grounds of race, colour, culture, nationality, gender, sexual orientation, disability, religion, will not be tolerated.

Job Description and Person Specification

Job Title: Teaching Assistant

Location: Darrick Wood Junior School

Reporting to: SENDCo

Pay Scale: Bromley Localised BR4

Purpose of the Role:

To provide high-quality support to pupils, with a particular focus on mathematics, small-group interventions, and speech and language programmes. To work with individuals/groups to supervise physical/general care of pupils, including those with SEN; enable access to learning for pupils and assist the teacher in the management of pupils and the classroom. To be a member of a multi-disciplinary team, working under the direction of the SENCo/Inclusion Manager and class teacher to raise standards of achievement, promote pupil independence, and contribute to the wider life of the school.

Main Duties and Responsibilities:

- Support the delivery of high-quality teaching and learning, reinforcing concepts and providing additional guidance to individuals and groups of pupils.
- Use strategies, in liaison with the teacher, to support pupils to achieve their

learning goals.

- Work with individuals or small groups to achieve set learning objectives.
- Assist with the planning and delivery of small-group learning activities and interventions, following teacher direction and school curriculum guidelines.
- Adapt learning activities and resources to meet the diverse needs of all pupils, including those with special educational needs and/or disabilities (SEND).
- Assist in managing pupil behaviour in line with school policy.
- Assist in the preparation of learning materials, resources, and displays to support effective teaching and learning.
- Provide feedback to pupils under the guidance of the teacher.
- Support the emotional well-being and inclusion of all pupils.
- Assist with the implementation of individual learning and behaviour plans.
- Maintain confidentiality and uphold safeguarding procedures at all times.
- Deliver speech and language programmes and targeted interventions as directed by the SENCo and external specialists (e.g. Speech and Language Therapists).
- Assist with monitoring, assessing, and recording pupil progress, providing regular feedback to teachers and contributing to pupil progress reviews.
- Promote positive behaviour, inclusion, and social development, supporting pupils to develop confidence, independence, and resilience.
- Contribute to maintaining a safe, stimulating, and well-organised learning environment.
- Assist with the development and implementation of provision plans and stress support plans.
- Establish and maintain positive relationships with pupils, colleagues, and parents/carers to support effective communication and pupil progress.
- Participate in professional development activities to enhance knowledge and skills in maths support, speech and language delivery, and classroom practice.
- Provide support during non-classroom times, such as break duties, educational visits, and school events, as required.

Person Specification

Essential:

- Strong literacy and numeracy skills.
- Strong communication and interpersonal skills.
- Ability to work flexibly as part of a team and independently under guidance.
- A caring, patient and positive attitude.
- Willingness to learn and undertake training as required.
- An understanding of safeguarding and child protection procedures.

- Ability to support children's learning effectively in both whole-class and small-group settings.
- Good understanding of child development and barriers to learning.
- Ability to self-evaluate learning needs and actively seek learning opportunities.

Desirable:

- Experience of working with children in an educational or childcare setting.
- A relevant qualification (e.g. Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools).
- Experience of supporting neurodivergent children.
- Experience of delivering targeted maths interventions.
- Experience or training in speech and language support.
- Basic knowledge of SEND strategies and inclusive practice.
- First Aid training or willingness to undertake it.
- Knowledge of the national curriculum.

Additional Information:

- This role requires an enhanced DBS check.
- Training will be provided on site procedures, safeguarding, and health & safety.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment after consultation with the post-holder.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Lumero Educational Trust**Registered Office:**

St Nicolas Lane
Logs Hill
Chislehurst
Kent
BR7 5LJ

Tel: 020 8467 2280

Website: www.Lumerotrust.org