



TEACHING ASSISTANT

**Grade 4 (SCP 5-8) £24,790-£25,992 per annum
(pro-rata - Term Time working)
Fixed Term Contract
Shield Row Primary School
32.5 hrs per week**

Shield Row Primary School is one of seven schools that form part of Tudhoe Learning Trust. We are seeking to appoint a qualified Teaching Assistant to join our team on a Fixed Term Contract starting on 2nd September 2025 until 17th July 2026 working in reception. The hours of work will be 8.30am until 4pm Monday to Friday during term time.

The successful candidate will:

- Have experience of providing a high standard of physical, emotional, social and intellectual care for children.
- Demonstrate the highest standards of classroom practice.
- Be responsive, flexible and sensitive to the differing needs of pupils. Including those with SEND.
- Have experience of delivering well-structured interventions.
- Communicate effectively in a variety of situations.
- Use ICT competently both in classroom practice and for own professional work.
- Build and sustain effective working relationships with all members of the school community.
- Work flexibly with a commitment to continuity and quality of education.
- Be focused and driven to ensure that all children fulfil their potential.
- Be innovative and seek to continually develop.

Employee benefits include: -

- Local Government Pension Scheme (LGPS)
- Cycle to work scheme
- Simplyhealth
- Onsite parking
- Employee Assistance Programme
- Employee discounts
- Extensive CPD and upskilling opportunities

Closing date for applications: 6th June 2025 (noon)

Interviews will be held on: 13th June 2025 (am)

For more information about the role, school or Trust please contact Miss Jill Cooke, Head Teacher on 01207 239661.

Applications will only be considered on a Trust application form. An application pack for the post is available via the Tudhoe Learning Trust website. Application forms should be returned to the Trust HR Manager via email at recruitment@tudhoelearningtrust.co.uk.

Tudhoe Learning Trust is committed to providing opportunity for all and creating a balanced and diverse workforce that represents the communities it serves. Applications from all communities are positively welcomed. Applicants who identify themselves as disabled will receive an interview provided, they meet minimum criteria. The Trust is committed to promoting the welfare and safeguarding all of children in its schools and expects all staff and volunteers to share this commitment. Shortlisted candidates will be subject to online searches and these posts are subject to satisfactory references, and you will be required to apply for an enhanced DBS.

Calculation of term time only

Term time only plus is calculated based on the following:

- Number of 'teaching' weeks - 39 weeks; plus
- Public (bank) holidays - 1.6 weeks (8 days); plus
- Individual leave entitlement - 5.4 weeks (26 days) or 6.4 weeks (31 days)

Individual leave entitlement is calculated on the length of continuous service. Employees with less than 5 years' service will receive 26 days annual leave. Employees with more than 5 years' service will receive 31 days annual leave. For example:

Calculation for employees with less than 5 years' service:

39 weeks (term time) + 26 days (annual leave) + 8 days (public holidays) = 45 weeks' pay, to be paid in 12 equal monthly instalments

Calculation for employees with more than 5 years' service:

39 weeks (term time) + 31 days (annual leave) + 8 days (public holidays) = 46 weeks' pay, to be paid in 12 equal monthly instalments