



Welcome to our Trust

Teaching Assistant
Recruitment Pack



Contents

03

Welcome

05

About Anglian Learning and Bassingbourn
Village College

07

Working for Anglian Learning

10

Role Summary

11

Job Description and Person Specification

15

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 Joanna Handsley, HR Officer at hrrhub1@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 of four community-facing secondary schools seeking to share knowledge and provide mutual support, Anglian Learning has grown over the past seven years to be one of the leading school trusts in the region.

Educating more than 9000 pupils and employing over 1000 staff across three counties and eighteen academies, the Trust's mission is to enable inclusive and aspirational learning in every classroom, empower leaders across every academy, and ensure inspiring opportunities and educational success for all of our learners, people and communities.

Alongside this, the Trust remains committed to its heritage which is rooted in local communities and several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under the banner of Anglian Leisure. Local, high quality and representative governance of schools is a key aspect of our leadership structure and we are recent winners of the NGA National Outstanding Governance Award as a reflection of this commitment.



In addition to our commitment to celebrating our community ethos, we believe strongly in empowerment: of pupils, our people and, crucially, our leaders. As recent research has reiterated, headteachers are incredibly influential in the success of schools and of their learners. The role of the Trust is therefore to provide the environment in which our leaders can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, finance, ICT, estates and operations. Therefore, our school leaders have the space 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 Bassingbourn Village College



Bassingbourn Village College proudly celebrated over 70 years of educational heritage in 2024, rooted in the pioneering Village College movement since opening in 1954. While we honour this rich tradition, our focus is firmly on the future.

We are on an ambitious journey to become a high-performing, inclusive, and thriving college by our 75th anniversary in 2029. Central to this vision is our commitment to being a happy, community-centred school where every student is known, supported, and challenged to achieve their very best.

To realise this ambition, we are seeking exceptional, passionate educators and support staff who share our belief in what Bassingbourn Village College can become. We want individuals who are driven by high expectations, inspired by inclusive practice, and committed to delivering outstanding outcomes for every student, regardless of their role within our community.

Bassingbourn Village College is an 11-16 mixed comprehensive school with a growing student body, currently 670. This enables us to know our students as individuals and foster our core.

Our close-knit staff team brings together diverse professional expertise, hands-on experience, and a shared passion for education. We work collaboratively to set strategic goals, drive key initiatives, and foster a high-performance culture that inspires both students and colleagues within the school and across the Trust. Together, we are dedicated to shaping an environment of excellence and continuous growth.



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 myriad 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 Joanna Handsley, HR Officer, on hrrhub1@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



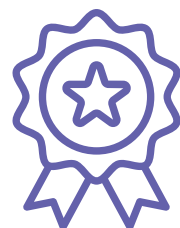
Employee Assistance Programme



Specsavers VDU Vouchers



Boots Flu Vouchers



Perkbox – a benefit, reward and recognition platform offering a wide range of discounts on high street and online shopping



Role Summary

We are seeking enthusiastic, motivated and compassionate individuals to join our team. This is an exciting time to join us as we continue to develop innovative approaches that remove barriers to learning, nurture emotional wellbeing, and unlock each student's potential.

Vibrant working environment

You will be joining an ambitious, vibrant, and supportive working environment, alongside colleagues who are passionate about their subject specialisms and committed to excellence in teaching and learning. Our staff demonstrate exceptional dedication to the young people in their care, while also fostering a culture of strong collaboration and mutual support.

Job Description

Teaching Assistant

Bassingbourn Village College



SALARY:	Scale 3, Point 5 £25,583 to Point 6, £25,989 FTE (Pro-rata £19,187 to £19,491.75)
HOURS:	Full time 32.5 hours per week, Term Time Only plus 1 week - 39 weeks total (0.75 FTE) / part time will also be considered
PENSION:	LGPS
DISCLOSURE LEVEL:	Enhanced DBS plus Barred List Checks
LOCATION:	The post holder will be based at Bassingbourn Village College but will be expected to work across the Trust and to travel between sites.
RESPONSIBLE TO:	Head of Faculty

MAIN RESPONSIBILITIES

Support for students

- Recognise and respond to a wide range of needs, including those related to communication, emotional regulation, trauma, or sensory processing
- Provide learning support as required for children with additional needs, or where English is not their first language.
- Support inclusion by ensuring learners feel understood, valued and actively involved in the life of the classroom and wider school
- Actively promote a culture of acceptance, dignity, and belonging for all students
- Under the direction of the teacher, carry out pre-determined tasks to support pupil learning.
- Establish and maintain supportive relationships with individual pupils or small groups to ensure they understand and can achieve the tasks.
- Help with the care and support for pupils, including attending to their emotional and/or physical care needs.
- Provide support for pupils to be able to meet the expectations of the College behaviour policy

Support for the curriculum

- Under the direction of the teacher, support the school curriculum, including literacy and numeracy activities.
- Support the use of ICT in the curriculum
- Support students in accessing a highly personalised curriculum, adapted where necessary to include therapeutic and vocational pathways
- Use creative approaches – including practical, sensory, and movement-based learning – to promote engagement and progress
- Identify opportunities to enrich student learning, including through ICT, outdoor learning or practical skills
- Reinforce core skills in literacy, numeracy, communication and self-regulation in ways that are accessible and meaningful to each learner

Collaborative Support within the Classroom and Inclusion Team

- Provide information to help the class teacher plan appropriate work programmes
- Help to prepare the learning environment for use
- Undertake support activities for the teacher as required, e.g. photocopying, preparation of materials, mounting displays
- Contribute to the management of pupil behaviour and take control of minor situations to allow the teacher to continue the lesson
- Contribute to planning, adapting and reviewing learning activities in collaboration with teaching staff and SENDCO team
- Observe, reflect and feedback on student engagement, progress and wellbeing to inform personalised planning
- Help co-create calm, inclusive learning environments that are structured, predictable and emotionally safe
- Support in preparing therapeutic and sensory-based resources to suit individual learner profiles
- Model relational practice and co-regulation techniques in line with trauma-informed principles
- Support the understanding and positive management of behaviour through connection, curiosity and consistency

Contribution to the Wider School Community

- Develop and maintain effective working relationships with other staff.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Build strong, respectful relationships with families and carers, working in partnership to support the learner
- Be an active member of the team, engaging in reflective practice and contributing to the ongoing development of our therapeutic offer
- Participate fully in CPD and professional learning, with a particular focus on neurodiversity, trauma-informed practice, and inclusive pedagogy
- Support whole-school events, enrichment, and therapeutic interventions as part of a collaborative and holistic approach
- Champion a strengths-based ethos that sees every learner for who they are and what they can achieve
- Support the understanding and positive management of behaviour through connection, curiosity and consistency
- Act as a first aider when required to ensure effective safeguarding of children whilst on the college site

General

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from the Principal or Deputy to undertake work of a similar level that is not specified in this job description. This job description sets out the duties of the post at the time it was drawn up.

The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility. The job description will be reviewed through discussion with the line manager.

Person Specification

Teaching Assistant

Bassingbourn Village College



Qualifications and Training

Essential

- Educated to at least GCSE / O Level standard in English and Maths, with a Grade C or equivalent

Desirable

- Evidence of continuing professional development.

Experience

Essential:

- Experience supporting students with additional learning needs in a secondary school setting,

Desirable

- Working with students with additional learning needs on a one-to-one basis.

Person Specification

Teaching Assistant

Bassingbourn Village College



Skills and Knowledge

Essential:

- Good written and spoken English as well as excellent communication skills
- A positive interest in working with children
- Ability to work collaboratively with others;
- Energy and enthusiasm;
- Flexibility;
- Resilience ;
- Excellent organisational and time management skills;
- Excellent communication and interpersonal skills;
- Good level of literacy and numeracy;
- Competent use of IT – particularly MS Office

Desirable:

- Willingness to get involved in the broader life of the college through extra-curricular activities;
- Basic understanding of child development and learning;
- An understanding of special educational provision and Education, Health and Care plans

Personal Attributes

Essential:

- Ability to explain things clearly;
- Ability to cope well in challenging situations;
- High standards of behaviour in the professional role;
- Commitment to form and maintain appropriate relationships and personal boundaries with young people;
- Patience, empathy and a positive 'can do' attitude.
-

Desirable:

- Motivation to complete additional training and engage in continuous professional development in support of the role;
- An interest in special educational needs and disabilities.

How to apply

Dates

CLOSING DATE: 30th May 2026

INTERVIEW DATES: TBC

START DATE: September 2026

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!

To find out even more, have an informal discussion or arrange a visit to the Trust, please contact the Trust's HR Team via HRHub1@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

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