



Alsager School

TEACHING ASSISTANT (Temporary)

Monday – Friday, hours to be arranged as required.

Until 18th July 2026

Grade 4; scp 4 – 5

(Full time equivalent: £24,790 - £25,183)

39 weeks (Term-time plus 1 week)

Line Manager: SENDCo

Thank you for your enquiry about the above temporary post, working during term-time and for up to 5 days/evenings, for staff training.

This post is based in our modern, experienced Learning Support area. The team is managed by the Curriculum Leader for Learning Support (SENDCo), an Assistant SENCo, 2 full-time Teaching Assistant Leaders, and a further fifteen part-time Teaching Assistants.

The vacancy has arisen due to pupil need and we are looking to appoint an additional member of the team who has a genuine interest in helping SEN pupils to learn. Formal qualifications are not essential, however good literacy and numeracy skills and experience in supporting SEN would be an advantage. A sense of humour is a definite prerequisite!

Our Teaching Assistants work collaboratively with teaching and other support staff, within a framework prescribed by the school and in accordance with our policies, to enhance the development and education of the children.

Appropriate induction and in-service training will be provided.

About the School:

In September 2022 our school, along with 4 other local schools combined to become The Cornovii Trust. We are a local trust providing support for local schools, children, and families.

Alsager School is a large 11-18 mixed, (The Cornovii Trust, TCT), with 1521 pupils on roll, including 226 students in the Sixth Form and is the only secondary school in the town. We currently employ in excess of 100 teaching and 75 support staff. TCT currently comprises of Alsager School, Alsager Highfields Primary school, Weston Village Primary School, Brine Leas School, Nantwich, Audlem St.

Alsager School, Hassall Road, Alsager, Cheshire ST7 2HR

Telephone: 01270 871 100 • Email: admin@alsagerschool.org • Web: www.alsagerschool.org

Headteacher: Mrs A O'Neill



The Cornovii Trust
CEO: Mr R Middlebrook

The Cornovii Trust is a charity and a company limited by guarantee,
registered in England and Wales with company number 8597784
and having its registered office at Hassall Road, Alsager, Cheshire ST7 2HR



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James CofE Primary School and Pear Tree Primary School, Nantwich, and from January 2025 Stapeley Broad Lane CofE Primary School, Nantwich joined our Trust.

Alsager School is a fantastic place to work with motivated and well-behaved students, a committed and experienced governing body, dedicated staff, and supportive parents. Children of all abilities make impressive progress throughout the key stages. We are one of the highest performing schools in Cheshire East, and our last Ofsted in January 2023 graded the school as Good in all areas.

Approximately 75% of our students are drawn from the town itself and its adjacent villages. The remainder come from towns in neighbouring Staffordshire and Cheshire, sent to us by parental choice.

Principal Responsibilities:

To work collaboratively with teaching staff and work with other support staff to enhance the development and education of children in accordance with the aims and policies of the school.

The following duties and responsibilities will be carried out after consultation with the SENDCo and the relevant class teacher. Whenever possible the Teaching Assistant will be involved in the planning of the lessons.

- 1** Assist teaching staff in the delivery of learning activities and work programmes and undertake predetermined activities with pupils so that their intellectual and social development (including self-reliance and self-esteem) is fostered.
- 2** Provide input into the planning and evaluation of learning activities for individuals and groups of pupils to enable the teaching staff to make informed decisions when developing their plans.
- 3** Supervise the activities of individuals or groups of pupils both in and out of the classroom (including educational visits) to ensure their safety and facilitate their physical and emotional development in accordance with the school's behaviour management policy.
- 4** Monitor individual pupil's progress, achievements and development and report these to the teaching staff/line manager to inform decisions taken

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regarding the Individual Education Plan, Behaviour Plans and Personal Care Programmes for a pupil.

- 5 Liaise with parents and carers in conjunction with the teaching staff to ensure effective communication concerning the pupils' well being.
- 6 Record pupil information as specified by the teaching staff/line manager to ensure that schools' information systems are maintained.
- 7 Attend to the personal, social and physical needs of pupils so that their well-being is maintained.
- 8 Prepare and maintain learning equipment and ensure that the classroom is kept clean and tidy.
- 9 Display and present the pupils' work under the direction of teaching staff, so that it enhances the classroom environment and celebrates achievement.
- 10 Attend staff and other meetings and participate in staff training development work and staff reviews as required

Notwithstanding the detail in this job description, in accordance with TCT's Flexibility Policy the job holder will undertake such work as may be determined by the Headteacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job.

In conclusion:

In order to ensure the future successful development of our school, we are keen to appoint only staff of the highest ability or with the greatest promise. Working at Alsager School is demanding but the rewards are commensurate in a school with strong leadership, dedicated staff, supportive parents and pleasant, friendly and highly motivated pupils. The School is proud of its supportive ethos and the person appointed can expect much help, guidance and support from colleagues.

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Alsager School is an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment.

How do I apply?

If having read this information, you find the post and Alsager School appealing, we would like to hear from you. Application is by completion of the School's two part Application Form. CV's will not be accepted. Please also remember to complete the Rehabilitation of Offenders Statement and Equal Opportunities Questionnaire [Diversity].

It is important that your supporting statement should give comprehensive information about your skills and it should emphasise your qualities which are relevant to the post. This is your opportunity to introduce yourself and to describe why you believe you are capable of carrying out the duties described.

The closing date is **12 noon on Monday, 23rd June 2025**. Interviews are likely to be held the following week. In the interests of economy, those applicants who have not received an invitation for interview or any further communication within two weeks of the above date are asked to consider their application unsuccessful on this occasion.

Completed application forms should be returned to: Mrs Ashley Owen
H.R. Manager
Alsager school
Alsager ST7 2HR

Your completed application should be received in school no later than **12 noon Monday, 23rd June 2025** ideally via email to Mrs Owen at jobs@thecornovii.org.

NB: All candidates submitting an electronic application will be required to sign and date their form if invited to interview.

All electronically submitted applications will be acknowledged.

It is the School's practice to take up references for all shortlisted candidates. One referee should be from your current or most recent employer. Where you are not presently working with children but have done so in the past, you should provide a referee from that employer.

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References will not be accepted from relatives or from people writing solely in the capacity of a friend.

If you require any further information or wish to discuss any issues, please do feel free to contact me. In the meantime, good luck with your application. I look forward to reading your response and to possibly meeting you in the near future.

Yours sincerely,

Ashley Owen
H.R. Manager

SFR/ Teaching Assistant/June 2025

Further details about the School are available from our website: www.alsagerschool.org

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SPECIFICATION

Job Title: Teaching Assistant

Grade: 4; scp 5 - 6

CRITERIA	ESSENTIAL	DESIRABLE
Experience	Enjoy working with and have an understanding of how children learn.	Previous experience in the education field.
Qualifications/ Knowledge	Good standard of general education. Good standard of written and verbal English. Excellent ICT skills.	Relevant certification. NVQ in Learning Support.
Personality	Evident personal authority - ability to command respect from students. A positive outlook. Energetic & adaptable. Reliable. Enjoy a challenge. A resilience to absorb and cope with pressure. Able to show and use discretion.	Self-confidence.
Special Aptitudes	Excellent interpersonal skills. Self-motivated with an ability to use own initiative. Excellent organisational and time management skills. Willingness to work hours flexibly. Ability to work as an effective team member. Commitment to safeguard & promote the welfare of children.	Have high expectations of themselves. Desire to be involved in further training.

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Physical Attributes	Pleasant manner.	
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