

THE CHURCH OF ENGLAND
THE NATIONAL SOCIETY
OUTSTANDING

AD GLORIAM DEI

Teaching Assistant Level 3 Vacancy

Grade 6

Required from January 2027

That person is

like a tree

planted by streams of water, which

yields its fruit

in season and whose leaf

does not wither

whatever they do

prospers.

Psalm 1:3



A LETTER FROM THE HEADMASTER

Dear Colleague,

Thank you for expressing an interest in applying for the position of **Teaching Assistant Level 3** at St Christopher's. This vacancy will provide the successful candidate with the opportunity to work in a very strong department and an Outstanding 11-18 Church of England high school.

The successful candidate will join a joyful, flourishing and thriving school. The staff are hard-working, reflective and collegiate in approach. Our pupils are a delight and parents are very supportive.

We are always oversubscribed in Year 7 and the Sixth Form, although we take nothing for granted. This year, for example, well over 750 pupils applied for one of our 195 places. St Christopher's is a rewarding place to work and to develop professionally. The school engenders real loyalty from all who are associated with it.

The application form should be completed electronically and emailed to **vacancies@st-christophers.org**, marked for the attention of Mrs Grimshaw, my PA. It should be accompanied with a supporting letter of not more than two sides of A4 paper, in 11-point font, explaining your suitability for the post, including reference to your skills, experience and a flavour of your vision for teaching at St Christopher's.

The closing date for applications is **Wednesday 2nd December (midday)** and interviews have been scheduled for the week commencing 7th December.

If you would like to find out more about the school or position, or to organise a visit, please feel free to email my Personal Assistant, Mrs Grimshaw (c.grimshaw@st-christophers.org).

I took up my present position at St Christopher's in September 2013 and yet I still recall the time and commitment required to go through the application process for a new post. If, having considered the supporting documents you feel you have the necessary qualities we require, I would be delighted to receive your application.



Yours sincerely,

R.D. Jones

Headmaster

"The clear Christian vision of the senior management team (SMT), ably led by the headteacher and well supported by governors and the director of spirituality, ensures that the academy is a caring and inclusive community in which learners flourish as 'children of God'."

SIAMS 2024

ABOUT ST CHRISTOPHER'S

Introduction

St Christopher's is a highly successful and popular 11-18 co-educational Church of England single academy with 1,300 pupils and students on roll. We are situated in the Lancashire town of Accrington close to the Ribble Valley. Good motorway links mean that Preston, Burnley, Blackburn, Manchester, and North Yorkshire are all within a 30–40-minute car journey. The school is situated in a pleasant setting with views towards Pendle Hill.

Our pupils come from a wide catchment area. Pupils join us in Year 7 from over fifty primary schools, and the sixth form receives students from around thirty secondary schools. We enjoy an enviable reputation, built-up over many years, for providing high quality education for a comprehensive intake of pupils. Our reputation means that we are a popular school, and always over-subscribed. However, we do not allow ourselves to become complacent, always striving for higher standards in all areas. This year, for example, well over 750 applications were received for the 195 on offer. Fourteen per cent of our pupils are eligible for the Pupil Premium and 3% are from minority ethnic groups.

Our teaching comprises of 80 teachers and 16 teaching assistants. The core Senior Leadership Team is substantively the headmaster, two deputy headteachers, four assistant heads and the School Business Manager.

The school's commitment to learning extends to staff as well as pupils; there is a well-developed support structure for early career teachers and other new members of staff, and a strong culture of ongoing professional development among our teaching and support staff. We are continually looking to develop and further improve the quality of teaching and teachers are encouraged to think deeply about how pupils learn. Whilst we appreciate the contribution that technology can play in assisting learning, we remain committed to the idea that it is the teacher who makes the difference.







Academic results

Our pupils achieve very well with typically over 60% of Year 11 pupils gaining 5+ GCSE passes at grades 9-5, including English and mathematics. The proportion of pupils moving on to high quality destinations is the highest for any Lancashire non-selective secondary school. Our Sixth Form, which opened in 2010 and now has over 300 students studying A-level, continues to achieve impressive results, with 84% of students gaining A*-C. Attainment and progress are at record levels.

The school has grown significantly in recent years, but this period of change has been managed without compromising the high standards of pastoral care and academic achievement for which we are well known.

Curriculum

We offer a genuinely broad and balanced curriculum to all year groups rooted in a strong and coherently expressed sense of educational purpose and intent. Pupils acquire the skills, concepts, knowledge, and skills necessary to prepare them to take place their place as active and successful citizens of the 21st century.

At Key Stage 3, subjects are taught according to the National Curriculum requirements, and a wide range of proven learning styles are used to ensure that all pupils are engaged and able to progress. Teachers use their expertise to identify the key knowledge that pupils need, and this helps pupils to strengthen their ability to recall information and to deepen their understanding.

In Years 10 and 11, all pupils follow a core curriculum of English, mathematics, science, RE, PSHE and RE. In addition, pupils select courses from a wide range of GCSE options. Pupils are encouraged to study the EBacc suite of qualifications, with the most able following separate science courses.

Nearly thirty A-level courses are offered in the Sixth Form. Most students continue to study four subjects for most of the Lower Sixth and continue with three of these in the Upper Sixth. All sixth formers participate in our extensive enrichment programme. A wide range of options are available including pre-professional work experience, sports academies, archery, and dance. Most students progress to university with many making successful applications to Russell Group universities including Oxford and Cambridge.

The curriculum is based around five sixty-minute periods per day, organised as a two-week 48 lesson timetable.

Extra-curricular activities

Pupils are encouraged to participate in a wide range of extra-curricular activities including one of the largest school-based Duke of Edinburgh Award Scheme in Lancashire, an award winning eco group, and a vibrant music department which enjoys a national reputation. Opportunities for foreign travel are numerous, including, in recent years, visits to India, Iceland, USA, Paris, Rome and Barcelona.

All staff are encouraged to participate to the extra-curricular life of the school and contribute in any way they can.

Pastoral care

The Heads of Year and Form Teachers (Personal Tutors in the Sixth Form) have responsibility for the welfare, academic progress, and discipline of the pupils in their care. Time is set aside each day to enable form teachers to get to know each pupil as an individual.

Pupils are offered many opportunities to accept positions of responsibility in addition to the senior roles of prefect, Head Boy, and Head Girl. Pupil Voice is active and encouraged and most notable through the work of an active School Council.

Spiritual care and worship

St Christopher's opened in 1958 to educate the children of Church going families of east Lancashire. Admission to the main school is primarily based on parental patterns of worship at churches recognised by Churches Together or the Evangelical Alliance.

The school motto of 'Ad Gloriam Dei' informs all that we do. We try to establish caring attitudes and lasting values through worship and work done in the classroom, as well as, on a more practical level, supporting charitable appeals.

Each school day begins with an act of worship within the Anglican tradition. A Chaplaincy Team supports our worship and pastoral work, each year group having its own chaplain.

At the last SIAMS inspection (2024) the school was judged to be 'inspirational'.

Ofsted

The school was inspected by Ofsted in May 2026 and was judged to be Good with several Outstanding areas. Inspectors reached some telling judgements.

- **Pupils show highly positive attitudes to their learning. They focus in lessons, work hard and achieve well.**
- **Teachers work quickly to identify and support those who may face challenges that make learning more difficult. Effective support ensures that these pupils progress well.**
- **Pupils know what high standards are expected of them. They rise to these expectations through their positive conduct in lessons and at social times. Pupils are mature and manage their own behaviour well.**
- **High-quality support from pastoral, wellbeing and inclusion staff helps pupils to prosper and succeed.**
- **Pupils achieve well. They gain the qualifications that they need to secure their ambitious next steps.**
- **Attendance rates have been sustained above the national average over time. Pupils rarely miss school.**

These judgements were confirmed in our Section 8 report which was published in June 2026.

We all work hard to ensure that every child at St Christopher's is known, supported, and challenged. In the words of one of our former students…

"I am still not sure what I want to be but after studying at St Christopher's I know who I want to be."

"The school's ethos is evident in the way people care for and look out for one another. The strong sense of community and togetherness across all year groups is unlike anything I have experienced elsewhere, contributing to an outstanding atmosphere."

Samuel - Head Boy

WHAT'S IT LIKE TO WORK AT ST CHRISTOPHER'S?



Linda (Head of Year and Teacher of Science)

"St Christopher's saved my teaching career! My last job in teaching left me feeling demoralised and wanting to get out of the profession but here I feel supported and appreciated. The staff are unbelievably welcoming and the pupils are hard-working, conscientious and respectful."

Margaret (reprographic technician)

"My work-life balance has flourished since taking on this role. The staff form a great team and are dedicated to inspiring all pupils. I know that I am valued and enjoy every day working at St Christopher's."





Rebecca (Wellbeing and Senior Mental Health Lead)

"Joining the staff team four years ago I instantly recognised that St Christopher's is a school that cares for its staff. I feel privileged to work alongside an array of skilful colleagues whose shared goal is to maximise the potential of our pupils. At St Christopher's we all flourish."

Scott (ECT Science)

"St Christopher's has provided me with the skills and knowledge to thrive in the classroom since starting as an ECT. Teaching is tough and so it is good to know that my wellbeing is considered and that I am provided with the autonomy to try out new ideas and approaches, safe in the hands of supportive middle leaders and senior leadership team."





Sian (Upper Pay Range Teacher of English)

"Joining St Christopher's helped me fall back in love with teaching. This is a school which is committed to creating well-rounded pupils and which takes its responsibilities at the centre of the community very seriously. While the school maintains its reputation for academic excellence, it is this emphasis on the wider impact of education which makes St Christopher's a unique and special place to work."

Devaki (PSHE and Careers Lead)

"The school is more than just a place to work. St Christopher's is a school community in every sense of the word, where staff genuinely care about the well-being and personal development of the pupils and students in their care, and support one another in doing so."





Peter (Catering Manager)

"I came to St Christopher's having worked in schools and for a multi-academy trust and I've been delighted with the warmth of the welcome that I've received. From the headmaster down there is a deep sense of connectedness and desire to pull together for the sake of the whole community. St Christopher's has given me the trust and encouragement to deliver positive changes across my area of responsibility, improvements that have allowed the children to thrive and grow."

Ebony (Middle Leader and Teacher of Mathematics)

"St Christopher's is a fantastic place to work. It is more than just a school, it is a community of pupils and staff who look out for each other and strive to be the best version of themselves. I have worked here for four years and been offered great opportunities to advance and progress."



"Leaders at St Christopher's are role models for the pupils in their care. They live out the school's virtues, demonstrating forgiveness and love in their approach to pastoral matters and hope in their ambition for all pupils and students in the sixth form."

Ofsted 2026

JOB DESCRIPTION

Post Title: Teaching Assistant Level 3 (TA3)

Scale: Grade 6 (Spine Point 11-19)
NJC Conditions: Term Time plus 5 days / 32.5 hours per week / Permanent
Mon - Thurs: 8:30am - 3:45pm & Fri: 8:30am - 2:30pm

Actual Starting Salary: £22,160pa (Point 11)
FTE* Salary: £29,071 - £33,120pa

Responsible to: Ms S Holmes, SENDCO

Main Purpose

Expected to work with the teacher in a collaborative way, in meeting the personal, social and curriculum related needs of pupils, including those with special needs and/or bilingual needs, and to establish positive, supportive and constructive relationships with pupils, parents, carers and the wider community. Will assist with the planning, delivery and evaluation of the curriculum and it's differentiation amongst pupils. Would be expected to:

- plan and implement teaching and learning activities to individuals and groups to undertake supervisory cover for classes as appropriate.
- establish supportive and constructive relationships with pupils, parents, carers and the wider community.
- contribute to ideas and strategies.

Main Activities

In addition to the following duties, the postholder may be required to undertake any of the duties normally associated with a TA3 post.

Support for Pupils

- To work collaboratively with the teacher in the planning, development, delivery and evaluation of the effectiveness of the curriculum for pupil(s) and to scaffold and adapt curriculum content according to the needs of pupil(s).
- To plan and implement specific programmes with individual pupils or groups appropriate to the developmental needs of individual children throughout different curriculum areas.
- To be fully involved in the planning and development of independent social and interpersonal skills and to undertake activities to support the personal, social and emotional needs of pupil(s).
- To assist in the devising of pupil's individual targets and their monitoring and review.
- To support pupils as part of a planned inclusion programme.
- To develop positive relationships with pupils and staff to assist pupil progress and attainment.
- To monitor and record pupil progress on a regular basis and to prepare reports as required.
- To assist in the specific medical/care needs of pupils when specific training has been undertaken.

Support for the Teacher

- To monitor individual pupils' progress and to report on pupils needs, achievements and concerns.
- To assist in pupil supervision and the management of pupil behaviour.
- To undertake classroom administrative tasks including the maintenance of records.

- To provide ideas, resources and learning strategies for lessons
- To liaise with parents, carers and outside agencies, where appropriate.
- To undertake arrangements for out of school learning activities, for example, pupil work experience.
- Undertake marking of pupils work and recording of achievement.
- Administer tests and assist in the invigilation of exams.
- Assist in the supervision of children on trips/visits.

Support for the School

- To assist in providing a purposeful, orderly and supportive environment for learning.
- To support the promotion of positive relationships with parents, carers and outside agencies.
- To work within school policies and procedures.
- To attend staff training/meetings as appropriate.
- To take care for their own and other people's health and safety.
- To liaise with the School's appropriate person with regard to the ordering supplies and equipment
- Monitor and manage stock, if necessary within an agreed budget, cataloguing resources and undertaking audits as required.
- To be aware of the confidential nature of issues related to home/pupil/teacher/school work.
- Assist in the supervision, training and development of other members of staff.
- To undertake cover supervision for whole classes.

Support for the Curriculum

- To be familiar with the content of the school curriculum.
- To assist in the delivery of appropriate programmes of work.
- To support the use of ICT in learning activities

Equal Opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and Safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must cooperate with us to apply the school's health and safety policy.

Safeguarding Commitment

We are committed to protecting and promoting the welfare and children and young people. All successful applicants will be subject to an enhanced DBS disclosure.

This job description will be reviewed regularly and may be changed, in consultation with the post-holder, to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade in line with the school's changing needs.

The appointment is subject to the current conditions of employment of deputy headteachers contained in the School Teachers' Pay and Conditions document, other current educational and employment legislation, relevant teacher and headteacher standards.

* FTE = Full-time Equivalent

"Being a pupil at St Christopher's helps you feel like you belong. Pupils benefit from an excellent school environment where they are surrounded by support and encouragement — not only from dedicated staff, but also from one another."

Holly - Head Girl

PERSON SPECIFICATION

Criteria to be determined from application form and supporting statement.

E = Essential | **D** = Desirable

Training, qualifications and experience	
NVQ level 3 or above qualification (or equivalent) in a relevant vocational area	E
Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy	E
Experience of working with children	E
Experience of working in a relevant classroom/service environment	E
Experience of administrative work	D
Experience of supporting pupils with challenging behaviour	D

Professional knowledge and understanding	
Ability to relate well to children	E
Ability to work as part of a team	E
Good communication skills	E
Ability to relate well to parents/carers	E
Ability to supervise and assist pupils	E
Time management skills	E
Knowledge of secondary national curriculum	D
Organisational skills	E
Knowledge of classroom roles and responsibilities	D
Knowledge of the concept of confidentiality	E
First Aid/Paediatric First Aid Certificate	D
Administrative skills	E
Ability to make effective use of ICT	E
Ability to assess pupil development	E
Ability to plan and deliver work programmes	E
Flexible attitude to work	E

Vision and values	
Commitment to undertake in –service development	E
Commitment to safeguarding and protecting the welfare of children and young people	E
Satisfactory attendance record/commitment to regular attendance at work	E
Willingness to support the ethos of a Church school	E
Christian commitment	D

Confidential references

Professional references should show a strong level of professional support and a positive recommendation from the applicant's current employer.

"This school is built on Christian virtues such as forgiveness, friendship and hope. Its pupils live out these virtues daily. This is reflected in the warm and respectful relationships that exist in the school."

Ofsted 2026