St Clement's CofE Primary School Application Pack

Teaching Assistant
Permanent Vacancy. 30 Hours

An extraordinary education for every pupil



Welcome

St Clement's Primary School & Preschool is a flourishing one-form entry primary school with an on-site preschool. We are a nurturing and inclusive school, dedicated to providing a supportive and inspiring learning environment where every child is encouraged to flourish.

Rated 'Outstanding' for Personal Development and 'Good' in all other areas by Ofsted (October 2024), we are proud that our positive and supportive culture was recognised during inspection: *"Staff are positive about the school. They work closely together and support each other well. Staff are reflective and thoughtful about their work."*

At St Clement's, we provide a welcoming and nurturing environment where children thrive in a safe and positive setting. Our spacious indoor and outdoor learning areas support creativity, exploration and personal growth, while our broad and ambitious curriculum inspires curiosity and a love of learning. We are committed to high expectations for all, ensuring that every child is challenged, supported and equipped with the knowledge, skills and confidence they need for the next stage of their education and beyond.

We aim to help our learners develop essential skills that will serve them throughout their education and future lives. We are looking for a passionate and enthusiastic Wraparound Care Assistant to join our friendly team. If you are committed to supporting young learners and helping them grow and succeed, we would love to hear from you.

Overview

St Clement's CofE Primary School and Pre School is a primary school located in Worcester
We have 254 pupils from age 2– 11 years and 45 staff .
Established in 1976, the school founded The Rivers CofE Academy Trust in 2014

Our Vision

Anchored in Hope → Growing in Courage → Flourishing Together
"We will grow a community anchored in hope, empowering every child to navigate challenge with courage, resilience, ambition and a deep sense of their God-given value."

Our vision is grounded in an understanding that God is a God of love, who created every unique person in His own image. His desire is for a hope-filled community where every adult and child can flourish academically, spiritually, and personally. God's great story of love and forgiveness, inspires hope in all people, enabling them to grow and be successful in both times of joy and challenge, now and for the future God has prepared.

Ethos
We are a one-form entry Primary school with a nurturing ethos. Our vision lies at the centre of everything we do. We provide exceptional provision for pupils' personal development. Pupils say, 'Everyone can be the way they want to be in this school.' (Ofsted, October 2024)

Performance
At this school, 71% of pupils met expected standard at the end of KS2.

Our latest Ofsted judgments: October 2024

Personal Development: Outstanding

The quality of education: Good

Behaviour and attitudes: Good

Leadership and management: Good

Early years provision: Good

About Us

The Rivers C of E Academy Trust is a multi-academy school trust, specialists in early years and primary provision, serving over 5250 pupils across three local authorities: Worcestershire, Dudley and Sandwell.

Established in 2014, The Rivers C of E Academy Trust now comprises of a respected teaching alliance, sixteen 'Good' and 'Outstanding' primary, first, and nursery settings and an alternative provision. We are a connected learning community with a shared aim to create '**an extraordinary education for every pupil**'.

We are a community of schools with a 'Christian ethos', welcoming families from all faiths and no faiths, but together we are guided by our shared mission, vision and values.

Our Mission

- Extraordinary Education
- Extraordinary People
- Extraordinary Futures

Our Vision

Through an **extraordinary education**, we empower pupils to be life-long learners and see their limitless potential. Respectful relationships and an unwavering focus on discovering talents and interests enable pupils to flourish and be **extraordinary people**. Together, we spark aspiration and drive achievement, so that pupils contribute positively to society and to their **extraordinary futures** in an ever-changing world.

Our STARS Values



Sharing



Trust



Achievement



Respect



Safety

Our Schools

1. Summerhill Primary Academy Summerhill's Little Treasures
2. Jubilee Park Academy
3. Dudley Wood Primary School
4. Wychbold First and Nursery School
5. St Peter's Droitwich CofE Academy
6. North Worcester Primary Academy
7. Northwick Manor Primary School
8. Cranham Primary School
9. Cherry Orchard Primary School
10. St Clement's CofE Primary School and Pre-School
11. Great Witley CE Primary School
12. Cutnall Green CofE Primary School
13. Burlish Park Primary School
14. Heronswood Primary School
15. Unity Academy



Staff Benefits

We believe that collaboration and staff wellbeing are at the heart of our success.

Supported by our trust, we offer a range of benefits to enhance our work environment and support the professional and personal growth of our staff, including work-life balance.

Education Mutual

Staff can access a comprehensive range of healthcare services through Education Mutual, including mental health support, 24/7 GP Healthline, physiotherapy, stress management resources, and occupational health services.

Find out more about Healthcare and Wellbeing Services here:
www.educationmutual.co.uk/service/healthcare-and-wellbeing/

Local Government Pension Scheme (LGPS)

The Local Government Pension Scheme (LGPS) is a defined benefit plan, meaning your pension is calculated based on your salary and length of service and adjusted for inflation. This ensures a secure and guaranteed income in retirement, unaffected by investment performance.

Find out more about LGPS here:
www.lgpsmember.org/

Other staff benefits include:

- Competitive salary
- Six INSET days per year
- Protected CPL time
- Continued professional development pathway for every role
- No work communication outside working hours
- Excellent holiday entitlement for support staff: Bank holidays plus 25 days paid holiday (pro rata)
- 5 days extra paid holiday after 5 years' service (pro rata)
- Time for You' day
- Family-friendly policies including flexible working, occupational maternity and paternity pay
- Reasonable release time for significant personal events
- Length of service awards
- Resources for retirement and financial planning
- Cycle-to-work scheme
- Free tea, coffee and milk

About the Role

Role	Teaching Assistant (TA2)
Salary:	TA2. SCP 5-6. FTE salary range £26,427 - £26,847. Actual pro-rata salary £18,406 -£18,699.
Contract Type:	Permanent contract. 30 hours per week Monday – Friday 8.45am – 3.15pm
Reporting To:	Senior Leadership Team
Location:	St Clement's C of E Primary School and Preschool
About:	We have a permanent role for a classroom based Teaching Assistant

Job Title:

Job Description

Key Purpose:

The purpose of this post is to support pupils and staff to ensure that all pupils reach their full potential.

Main Activities:

Supporting the pupil

- Assisting pupils in the acquisition of basic literacy and numeracy skills.
- To assist pupils in making progress across all subject areas.
- Working with pupils on an individual or group basis as required by the class teacher.
- Assist in offsite visits
- Aid pupils with special needs to access all subjects of the national curriculum and encourage their independence as learners.
- Ensure pupils understand instructions.
- Motivate and encourage pupils to behave well in and around school.
- Acquaint themselves with the support materials in and around the school for individual pupil or group use.
- Assist the teacher in developing a supportive and trusting relationship with other adults and children.
- Promote and reinforce pupil self-esteem through praise and encouragement.
- Be sensitive to the general welfare and care of all pupils within the school, drawing areas of concern to the attention of the class teacher.
- Meet the physical and/ or hygiene needs of pupils as required.
- Act as support worker for children with Emotional and Behavioural Difficulties.
- Support children at lunchtime.
- Supporting the teacher.
- Have access to the planned teaching and learning activities for the class.
- Record pupil progress to inform future planning for coverage of the national curriculum.
- Assist the teacher in evaluation of work undertaken and help plan future progress for identified pupils.

Job Description cont...

- Help with reasonable requests for preparation of materials to support teaching and learning.
- Assist with reasonable requests for minor administrative tasks e.g. photocopying and laminating.
- Under the direction of the class teacher, ensure a safe environment is maintained within the classroom/ school for all pupils.

Supporting the school

- Attend training when appropriate and after consultation with the Headteacher.
- Be aware of and support all the school's policies.
- Be aware of the school safety procedures e.g. fire drill/ health and safety policy.
- Treat as confidential all information on individual pupils and refer parents to the class teacher should any questions about individuals asked.
- Foster positive links between home and school.
- After negotiation with the line manager, carry out the administration of elementary first aid at break times to pupils throughout the school (qualified staff only).
- Perform any reasonable duties as requested by the senior leadership team.

The School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility.

The duties described in this Job Description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the School's Equal Opportunities Policy and Code of Conduct

Person Specification

Qualifications and Experience:

Essential	Desirable
• English and Maths qualifications at GCSE levels A-C or equivalent. • Experience working in a school setting.	• Appropriate qualifications. • Evidence of further CPD; first aid trained, Team Teach trained, knowledge of Read Write Inc etc.

Skills and Knowledge:

Essential	Desirable
• Ability to work independently • Ability to use own initiative • Good understanding of safeguarding and an excellent practitioner	• Good understanding of the national curriculum • Safeguarding training undertaken • Offsite visit trained.

Personal Qualities:

Essential
• Ability to work as part of a team • Has the enthusiasm and the ability to inspire children and colleagues • Has a commitment to continued professional development • Highly motivated and organized and has high expectations of self and others – and the desire to make a difference.

How to Apply

Application forms are available to download HERE

Please email completed application forms to Mrs R Bishop,

office-stc@riverscofe.co.uk by 9.00am on Wednesday 9th December.

Interviews will take place during week commencing 14th December.

We are committed to safeguarding and promoting the well-being of children and expect everyone to share this commitment. The successful applicant will undergo a full enhanced DBS check.

The Rivers
C.of E. Academy Trust

Get in Touch

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