Teaching Assistant
27.5 hours per week, 39 weeks + 5 weeks paid holiday entitlement
Scale 4/Point 7 FTE £33,036
Paid pro-rata £21,612.11 per annum

St. Stephen's is a successful and popular two-form entry school with a nursery. Our school population represents a diverse community culturally and linguistically. We are looking for people with experience of working with children or who are thinking of a career in teaching and wish to develop their skills and experience. The job will involve working in classrooms alongside teachers, supporting pupils: the successful candidate will be expected to work with groups of children or individuals as required, some of whom may have special educational needs. They will be allocated to a class within KS2 according to the needs of the pupils and the strengths of the applicant. Applicants will also be expected to do morning playground duties, which involve the supervision and organisation of activities for children. Training will be provided as necessary.

You will need to be:

- An excellent communicator with high standards of literacy and numeracy
- Able to use your own initiative
- Positive, punctual, reliable and flexible
- Prepared to plan and work independently
- Someone who enjoys helping children reach their full potential
- Someone who has a sense of humour and fun!

We encourage visits from prospective candidates so that you can see us in action. Please contact Natasha Joahill on 020 8743 4483 to arrange a visit or if you have specific questions about the post. If you wish to apply, please download the application pack on our website on the job vacancies page at Vacancies - St Stephen's or contact the School Business Manager Natasha Joahill on sbm@ststephensce.lbhf.sch.uk

The successful candidate will be required to meet the requirements of the person specification in order to be offered the post. Any offer of employment will be subject to satisfactory references, an enhanced Disclosure and Barring Service (DBS) check, verification of qualifications, medical clearance, and evidence of the right to work in the UK.

St. Stephen's CE Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to safer recruitment procedures, and online searches may be carried out on shortlisted candidates as part of the school's due diligence process.

We welcome applications from all sections of the community and are committed to promoting equality, diversity and inclusion. Applications are encouraged regardless of age, disability, gender reassignment, marriage and civil partnership status, race, religion or belief, sex, or sexual orientation.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as spent, must be declared.

Closing date: Wednesday 2nd December 2026 at 12 noon
Interviews: Monday 7th December 2026