



# Welcome to our Trust

Teaching Assistant  
Recruitment Pack



# Contents

**03**

Welcome

**05**

About Anglian Learning and Stapleford  
Community Primary School

**08**

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 Rosie Holland HR Officer at [hrhub1@anglianlearning.org](mailto:hrhub1@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 by four community-facing secondary schools committed to sharing knowledge and providing mutual support, Anglian Learning has grown to become one of the leading school trusts in the region.

Educating more than 9000 pupils and employing over 1000 staff across three counties, pupils, their families and the wider community benefit directly from the resources, time and expertise given by our Trust. While each school retains its own unique identity and ethos, we are collectively passionate in our belief that we are stronger together.

Alongside this, our Trust remains committed to its heritage, which is rooted in local communities. Several of our schools provide adult learning opportunities and support for local groups and societies. We also operate our own sports centres under Anglian Leisure. Local, high-quality quality and representative governance of schools is a key aspect of our leadership structure.

In addition to our commitment to celebrating our community ethos, we believe strongly in empowering our people. The role of our Trust is to provide the environment in which colleagues can grow, develop and flourish in their role. Our central team provides extensive, expert and rapid advice and support in human resources, curriculum development, inclusion, finance, ICT, business support and operations. Therefore, our schools have the capacity 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 Stapleford Community Primary School



Stapleford Community Primary School is a warm, welcoming and ambitious school where children are always at the heart of what we do. Strong relationships – between children, staff, families and our wider community – create a nurturing environment where every child can flourish.

We are committed to doing what is right for our pupils: nurturing kindness, confidence and curiosity, while ensuring they are challenged to achieve the very best they can. Our curriculum is designed to provide rich, meaningful learning that lasts, equipping children with the knowledge, skills and values they need for the future.

At Stapleford, opportunities extend well beyond the classroom. We are proud of the many ways our children develop as learners, musicians, sportspeople and creative thinkers. From exciting enrichment experiences to a wide range of clubs, competitions and performances, our offer ensures every child has the chance to discover their strengths, pursue their interests and shine.

Located in the historic village of Stapleford, just south of Cambridge, our school combines a strong sense of community with an outward-looking ambition for excellence in all that we do.



# 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 range 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 [hrhub1@anglianlearning.org](mailto:hrhub1@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



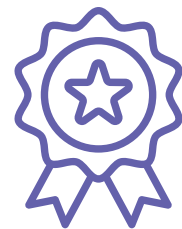
Employee Assistance Programme offering a range of services to staff and their families



Specsavers VDU Vouchers



Boots Flu Vouchers



Access to a wide range of discounts on high street and online shopping via 'Teacher Discounts' and the 'Blue Light' card



## Role Summary

At Stapleford Community Primary School, we are proud of our caring, inclusive and ambitious culture, where relationships are at the heart of everything we do. Guided by our CARE values of **Curiosity, Ambition, Resilience and Excellence**, we strive to create a learning environment where every child is known, valued, supported and challenged to achieve their very best.

We are seeking a Teaching Assistant who shares our commitment to putting children at the heart of every decision, building strong, trusting relationships, and supporting all learners to access an ambitious curriculum through high-quality adaptive practice.

The successful candidate will work closely with teachers, families and other professionals to support pupils academically, socially and emotionally, helping them to overcome barriers to learning and achieve success. They will play a key role in creating an environment where children feel safe, included, confident and ready to learn.

# Job Description

Teaching Assistant

Stapleford Community Primary School



<b>SALARY:</b>	Cambridgeshire Scale 2 £24,796-£25,185 FTE (Pro Rata £18,597.00-£18,888.75 without Holiday Pay)
<b>HOURS:</b>	Full time, 39 weeks, Term time only. 32.5 Hours per week
<b>ANNUAL LEAVE:</b>	Holiday pay is included within payment received, in line with statutory regulations.
<b>DISCLOSURE LEVEL:</b>	Enhanced DBS plus Barred List Checks.
<b>LOCATION:</b>	The post holder will be based at Stapleford Community Primary School.
<b>RESPONSIBLE TO:</b>	Headteacher & SENCO

## MAIN RESPONSIBILITIES

The post holder will be required to demonstrate a continual positive commitment to the Trust's policies including those relating to safeguarding children, health & safety, and equal opportunities. You will be committed to safeguarding and promoting the welfare of young people, a responsibility we expect all our staff to share.

### Supporting Children

- Build warm, trusting and respectful relationships with children.
- Support pupils to develop confidence, independence, resilience and positive self-esteem.
- Deliver high-quality learning support to individuals and small groups.
- Adapt support to meet the needs of all learners, including pupils with SEND, EAL, and those requiring additional intervention.
- Promote inclusion and ensure all children feel a strong sense of belonging within the school community.
- Support children to develop emotional regulation, resilience and positive learning behaviours.
- Contribute to nurturing provision and relational approaches that help children feel safe, secure and ready to learn.
- Support pupils during unstructured times, helping them to develop positive friendships and social skills.
- Encourage children to take increasing responsibility for their learning and personal development.

## Supporting Teaching and Learning

- Work alongside teachers to deliver high-quality adaptive teaching that enables all pupils to access learning successfully.
- Support teachers in adapting resources, activities and approaches to meet the needs of individual pupils.
- Use effective scaffolding, modelling, questioning and feedback to support learning and promote independence.
- Recognise when pupils require additional support or challenge and respond appropriately.
- Support children to access an ambitious curriculum whilst maintaining high expectations for all.
- Deliver targeted interventions and learning activities as directed by the class teacher.
- Contribute observations that help inform assessment, planning and future adaptations to teaching.
- Help create an engaging and stimulating learning environment that promotes curiosity and achievement.
- Encourage pupils to develop independence, resilience and confidence as learners.

## Supporting Inclusion and Wellbeing

- Work closely with teachers and the SENDCo to support pupils with additional needs.
- Support teachers to identify and remove barriers to learning.
- Contribute to the graduated approach to SEND support through observation, feedback and collaboration with colleagues.
- Understand that inclusion begins with high-quality adaptive teaching and that additional support complements, rather than replaces, classroom learning.
- Promote participation, engagement and belonging for all pupils, regardless of need or starting point.
- Support children to develop the emotional regulation, resilience and self-confidence needed to access learning successfully.
- Champion an inclusive culture where differences are valued and every child feels respected and supported.
- Promote positive behaviour through relational and restorative approaches.

## **Supporting the Teacher**

- Assist in maintaining records of pupil progress and contribute observations to support assessment and planning.
- Prepare and organise learning resources and classroom materials.
- Contribute to the planning, delivery and evaluation of learning activities where appropriate.
- Support the effective organisation of the classroom environment.
- Assist with the preparation of displays and resources that celebrate and promote learning and achievement.
- Work collaboratively with teaching staff to ensure pupils receive consistent support and high-quality provision.

## **Supporting the School Community**

- Develop positive relationships with parents and carers.
- Contribute to school events, educational visits, clubs and enrichment opportunities.
- Work collaboratively as part of a supportive and reflective staff team.
- Uphold and promote the school's ethos, values and expectations.
- Actively contribute to the wider life of the school community.

## **Demonstrate a commitment to safeguarding and promoting the welfare of children.**

- Professional Responsibilities
- The Teaching Assistant will:
  - Engage fully in professional learning and development opportunities.
  - Participate in appraisal and performance development processes.
  - Reflect on and continually improve their practice.
  - Maintain confidentiality and professional standards at all times.
  - Follow all safeguarding, health and safety, equality and school policies.
  - Demonstrate a commitment to inclusion, equity and high expectations for all pupils.

# Person Specification

Teaching Assistant  
Stapleford Community Primary School



## Experience

### Essential:

- GCSE English and Mathematics (Grade 4/C or above) or equivalent.
- Good standard of literacy and numeracy Experience working with children in a school, childcare or community setting.
- Experience supporting children with a range of learning needs.
- Experience working as part of a team to support children's development and wellbeing.

### Desireable :

- Relevant Teaching Assistant qualification.
- First Aid qualification or willingness to undertake training.
- Training related to SEND, nurture, emotional wellbeing or inclusion
- Experience supporting pupils with SEND.
- Experience delivering targeted interventions.
- Experience supporting pupils with social, emotional and mental health needs.
- Experience of, or understanding of, nurture provision and nurturing approaches.
- Experience of relational practice and/or trauma-informed approaches.
- Experience supporting adaptive teaching within the classroom

## Skills and Knowledge

### Essential:

- Ability to build positive relationships with children and adults.
- Understanding of inclusion and equality.
- Good communication and interpersonal skills.
- Ability to work effectively as part of a team.
- Understanding of safeguarding responsibilities.
- Ability to remain calm, flexible and solution-focused in challenging situations.
- Commitment to helping all children achieve success.

### Desirable:

- Experience supporting pupils with SEND.
- Experience delivering targeted interventions.
- Experience supporting pupils with social, emotional and mental health needs.
- Experience of, or understanding of, nurture provision and nurturing approaches.
- Experience of relational practice and/or trauma-informed approaches.
- Experience supporting adaptive teaching within the classroom

# Person Specification

Teaching Assistant  
Stapleford Community Primary School



## Personal Attributes

The successful candidate will demonstrate:

- Kindness, compassion and integrity.
- A genuine commitment to children's wellbeing and success.
- High expectations for every child.
- Patience, empathy and emotional intelligence.
- Flexibility, positivity and a willingness to learn.
- Resilience and the ability to adapt to changing needs.
- A commitment to the CARE values of Curiosity, Ambition, Resilience and Excellence.
- A belief that all children can succeed when provided with the right support, challenge and opportunities.
- A commitment to building strong relationships and creating a sense of belonging for every child.

## Why work at Stapleford?

Stapleford Community Primary School is a caring, inclusive and ambitious school where children, families and staff are valued. We believe that positive relationships, high expectations and a commitment to inclusion enable children to flourish academically, socially and emotionally.

We are proud of our supportive team culture and our commitment to professional growth. This is an opportunity to join a school where children are at the centre of every decision, where staff work collaboratively, and where every member of the community is encouraged to learn, grow and succeed

# How to apply

## Dates

<b>CLOSING DATE:</b>	28 <sup>th</sup> June 2026
<b>INTERVIEW DATES:</b>	To be arranged with suitable candidates
<b>START DATE:</b>	As soon as possible

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 [hrrhub1@anglianlearning.org](mailto:hrrhub1@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](http://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

Anglian Learning  
Lode Road  
Bottisham  
Cambridge  
CB25 9DL

**PHONE:** 01223 340340

**EMAIL:** [hr@anglianlearning.org](mailto:hr@anglianlearning.org)

**WEBSITE:** [www.anglianlearning.org](http://www.anglianlearning.org)

**SOCIAL MEDIA:**

