



Teaching Assistant Required X 2
Grade 4 FTE 37 hours £25,583 – 25,989
Actual hours / Salary – 32.5 hours £19,415 - £19,723
Monday to Friday 8.30am to 4pm
Term Time + INSET Days



The Governors of the Hednesford Hills Federation are offering the opportunity for a dedicated and highly motivated Teaching Assistant to join our team at West Hill Primary School.

We are a very hardworking and committed team of professionals who work together to provide a welcoming, safe and "good" school.

We are looking for an enthusiastic Teaching Assistant to support us in delivering an exceptional service and sustaining high standards in moving the school forward.

We are looking for a Teaching Assistant to:

- support the teacher in the planning and delivery of learning activities.
- help with the maintenance of classroom records.
- support the teacher in the evaluation of the learning activities.
- support and maintain positive links between home and school.
- help with the care and support of pupils, including those with special needs, individually and in groups.
- assist with the development and implementation of Individual Education / Behaviour Plans and Personal Care programmes.
- to promote the inclusion and acceptance of all pupils
- to encourage pupils to interact with others and engage in activities led by the teacher

You must be able to demonstrate:

- Experience in working with children across a range of ages.
- Flexibility and adaptability.
- Knowledge, skills and understanding of a range of strategies that will ensure the progress of the children.
- Relevant qualification (or demonstrate equivalent knowledge, skills and experience and a willingness to work towards a recognised qualification).

West Hill Primary School offers:

- Motivated, happy children, who are eager to learn.
- Good parental links.
- A commitment to your professional development.
- Opportunity to share in strategic school improvement.
- A supportive staff team.
- An enabling working environment.
- Access to 'ThinkWell' providing confidential advice and support.
- A Governor approved additional days leave each year.
- Links across the federation to support best practice.

If you require an application pack, please visit our website <https://www.westhill.staffs.sch.uk/Current-Vacancies-01022024122726/> or download the attached application pack.

Closing Date: Monday 23rd February 2026	Interview Date: Thursday 26th February 2026
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Visits to the school are encouraged. Please contact the school office on the number below or email

clerical@westhill.staffs.sch.uk to book an appointment.

NB: Applicants who do not hold the relevant qualifications and experience as advertised will not be considered (please refer to the person specification).

NB: It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

The Hednesford Hills Federation, West Hill Primary School, High Mount Street, Hednesford, Staffordshire, WS12 4BH

Tel: 01543 227125

E-mail: office@westhill.staffs.sch.uk

Executive Head Teacher: Ms Kelly Bracebridge

Commitment to safeguarding

Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff, volunteers and trustees to share this commitment.

Our recruitment process follows the keeping children safe in education guidance.

Offers of employment may be subject to the following checks (where relevant):

childcare disqualification; Disclosure and Barring Service (DBS); medical; online and social media; prohibition from teaching; right to work; satisfactory references; suitability to work with children

You must tell us about any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.