

Vacancy Title	Level 2 Teaching Assistant
School Name	St. Chad's CE Primary School
Hours	15 hours per week
Contract Length/Type	Fixed Term Contract until 31.08.25
Closing date	Friday 17 th January 2025 - 12.00pm

About the Role

We require a teaching assistant who can provide exciting and stimulating learning opportunities and support children throughout all aspects of school life.

Duties may include:

- Establish productive working relationships with pupils, acting as a role model and setting high expectations.
- Promoting the inclusion and acceptance of all pupils.
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities.
- Support in monitoring and recording of pupil progress and developmental needs.
- Promote independence and employ strategies to recognise and reward achievement of self-reliance.
- Work within the school's policy and procedures.
- Provide feedback to pupils in relation to progress and achievement.

If relevant:

- Working to the relevant standard/framework and completing work in a timely manner.

Skills and Experience

The successful candidate would also have the following skills:

- Good team player
- Good communicator with parents, teachers and pupils
- Good time management skills
- Good organisational skills
- Knowledge and understanding of confidentiality
- Ability to use ICT

Person Specification

Personal Attributes required (on the basis of the job description)	Essential (E) or Desirable (D)	To be identified by: (Application form (AF), Interview (I), Reference (R), Initial Assessment (IA))
Qualifications		
Have achieved a minimum of Maths and English GCSE A-C/4 or equivalent, if not already achieved the ability to work towards achieving functional skills level 2	E	AF/IA
Experience	D	AF/I
Experience of working in a relevant classroom environment Experience of Administrative work Experience of supporting pupils with challenging behaviour	D	AF/I
Knowledge/skills/abilities	E	AF/I
Ability to relate well to children	E	AF/I

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Multi Academy Trust**

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Bolton, BL1 8QA

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Ability to work as part of a team	E	AF/I
Good communication skills	E	AF/I
Ability to assist pupils Time management skills Organisational skills Knowledge of classroom roles and responsibilities Knowledge of the concept of confidentiality Administrative skills Ability to make effective use of ICT Flexible attitude to work	E	AF/I AF/I
Other	E	AF/I
Commitment to apply themselves to the apprenticeship with commitment and diligence Commitment to undertake in service development Commitment to sustaining good attendance at work Commitment to safeguarding and protecting the welfare of children and young people	E	AF/I

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