

St Augustine's Catholic Primary School & Nursery

Teaching Assistant

Job Title	Teaching Assistant - Level 3 (fixed term until 31.08.25 to then be reviewed)
Location	St Augustine's Catholic Primary School & Nursery
Responsible To	Head of School / Executive Headteacher
Salary Grade	Band D SCP 6 £23,893 (FTE) (£19,677 Actual)
Contract	This is a full-time, fixed term contract. This post is 32.5 hours per week, Monday - Friday 8:45am - 3:45pm, 41 weeks per year.
Start Date	2nd December 2024 or as soon after
Closing Date for Applications	Friday 15th November 12.00pm Interviews week beginning 18th November

The governors and school community of St Augustine's Catholic Primary School & Nursery are looking to recruit a Level 3 Teaching Assistant to join our support staff team and become an important colleague who will support our growing numbers in Nursery as well as having the flexibility to work across the school as needed. The successful candidate will need to have strong organisational and communication skills, have patience and a sense of humour.

We are seeking someone who has a passion for working with young children and loves working as part of a team.

St Augustine's Catholic Primary School & Nursery is a Voluntary Aided Catholic School. We are part of the Holy Family Catholic Multi Academy Trust.

Specific Duties and Responsibilities

- To promote pupils' development in a safe, secure environment.
- To have regard for the safety and wellbeing of the pupil at all times.
- To meet the physical/medical needs of the pupil according to a pupil's individual health care plan whilst encouraging independence wherever possible.
- To develop an understanding of the pupil's specific needs in order to help them learn as effectively as possible.
- To focus on individual pupils to ensure their needs are being met within the group.
- To encourage inclusion within the classroom.
- To encourage pupils to interact with others and engage in activities led by the teacher.
- To liaise with teachers regarding the daily/weekly programme of activities and events.
- To work with other staff delivering Education and Health Care Plans.
- To assist in intimate care as required.
- To be aware of pupil problems/progress/achievements and report to the teacher as agreed.
- To support pupil record keeping as requested.
- To work within the established behaviour policy to anticipate and manage behaviour constructively, promoting self-control and independence.
- To work alongside other professionals in assessing children's progress/needs.

We offer:

- A beautiful working environment and a highly committed staff team who go above and beyond for the families we serve.
- Wonderful, friendly children who love learning. They want our staff to be involved in all aspects of school life.
- A highly supportive governing body.
- A unique opportunity to work for a MAT which is one of 87 national Teaching School Hubs and includes the lead school for Cheshire and Wirral Maths Hub and one of eight National Creativity Collaboratives.
- Mentoring and high level training and support to enable you to thrive in the role.
- Inclusion in whole school and MAT teams – working together to achieve ambitious outcomes whilst valuing every individual's contribution

In line with Keeping Children Safe in Education, Holy Family Multi Academy Trust will undertake general online searches for all shortlisted candidates, this may include social media and video platforms such as Facebook, Twitter, Instagram, Tik Tok and YouTube. Online searches will only examine data that is publicly available, and the aim is to identify any incidents or issues. Any areas of concern will be discussed during the interview process. To assist in this part of the process we would appreciate it if you would complete the attached Social Media form and return it with your application.

The successful applicant will be subject to relevant clearance from the Disclosure and Barring Service.

To apply for this position, please send a covering letter and completed application form for the attention of Mrs L Lambe, Head of School to schooloffice@staugustines-runcorn.com, head@staugustines-runcorn.com, and recruitment@hfcmat.com. For further information please visit the 'Vacancies' section on our website www.hfcmat.com.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and individually take responsibility for doing so.