



# JOB ADVERT

## Teaching Assistant

### About the Role:

We are currently looking to recruit a Teaching Assistant to work alongside the team to aid the smooth running of the school.

The Teaching Assistant is to support pupils with their learning and general wellbeing to ensure every child has the best opportunity to reach their full potential in a caring and safe environment. Where necessary this may include supporting with positive behaviour management adopting a tailored approach to the individual child.

To support teachers in all areas of the day to day running of the class seeking guidance and advice when required

Working alongside a class team to deliver purposeful and meaningful educational experiences for children.

Take responsibility for safeguarding and promoting the welfare of students according to the school's policies, including safeguarding.

### What We are Looking For:

- Commitment to the role, the desire to put children first and treat them as individuals
- Be positive and creative in meeting students' needs
- Work on your own as well as part of a team
- Work collaboratively with other staff and professionals with good interpersonal skills
- Good numeracy and literacy skills
- Competent ICT skills
- Be flexible, adaptable and solution focused.
- Able to work within the parameters of the physical demands of the job role
- A patient, understanding, and empathetic approach to supporting children with complex needs.
- A proactive attitude, with the ability to adapt quickly and think on your feet.

## What we Offer

Be part of our successful team and also benefit from a generous package that includes:

- Local Government pension scheme
- Black Hawk Network - offering high street discounts
- Employee assistance programme
- Salary Sacrifice Schemes including Car lease scheme (depending on salary), Cycle to Work and Home and Technology Scheme

The post will be based at Mercer's Wood Academy and is 32.5 hours per week  
8.15am – 3.15pm, with the hours being extended to incorporate staff training and meetings  
Salary: Grade 3 - £19,549 (FTE £25,989)

*Tall Oaks Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check.*

### **How to apply**

Interested candidates can download the Recruitment pack, including job descriptions, person specifications and application forms at [www.talloaksacademy.co.uk](http://www.talloaksacademy.co.uk). This includes information about Tall Oaks Academy Trust, what we offer and how we can support you as well as a how-to guide on completing the application form.

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|---------------------------------------|--------------------------------------|
| <b>Closing Date for Applications:</b> | <b>14<sup>th</sup> November 2025</b> |
| <b>Shortlisting Date:</b>             | <b>TBC</b>                           |
| <b>Interview Date:</b>                | <b>TBC</b>                           |

Completed application forms should be emailed to [recruitment@talloaksacademy.co.uk](mailto:recruitment@talloaksacademy.co.uk) (please note: CVs will not be accepted as additional information or a replacement for any part of the application provided and only Tall Oaks Academy Trust application forms will be accepted).

Receipt of applications and unsuccessful applications will only be confirmed by email.

*References will be requested prior to interview and an Enhanced DBS check and Right to Work in the UK evidence will be required for successful applicants.*