



HALLING
Primary School

Working at Halling Primary School

JOIN OUR TEAM



**For Appointment of:
Teaching Assistant**





Headteacher's Welcome

Lisa Taylor

Thank you for your interest in the role at Halling Primary School. I hope that the information within gives you an insight into our school, Aletheia Academies Trust and the unique opportunity this position offers.

Our Vision, 'Learning for Life' is at the heart of all that we do and is lived and breathed by the whole school community. This enthusiasm for learning makes our school a very special place to come to work and to learn.

Every child has the ability to achieve and, at Halling, we guide and develop our children to ensure that they reach their full potential in a safe, happy, supportive and caring environment.

We are so fortunate to have an excellent team of teachers, teaching assistants and wider support staff who always go the 'extra mile' in respect of our children and their families. This is what makes teaching and learning opportunities at Halling really enjoyable for all. The members of Halling's Local Governing Body are committed and proactive.

Halling's curriculum is broad, balanced and comprehensive, combined with a wide range of enrichment opportunities and extra-curricular activities. The focus is on education and personal development. At Halling, we develop children's skills and enable them to move on to the next steps in their lives.

At Halling, 'genuine botheredness' most certainly exists! Whatever your child's next step may be, we have very successful transition processes and support in place. Each child's self-esteem is fostered through positive relationships with staff and effective communication with parents/carers.

Our Core Values of Integrity, Respect, Resilience, Thankfulness and Compassion are a thread that runs throughout Halling and our values are embodied by all.

I feel privileged to be the Headteacher of such a great school. I know that Halling Primary School will continue to be a thriving part of the local community for many years to come.

Halling Primary School



Our school is at the heart of the thriving, ever-growing village of Halling.

Halling Primary School became part of Aletheia Academies Trust in January 2022. As an academy, school funding comes directly from the Government rather than from the Local Authority, Medway Council.

Halling is set in extensive grounds with a large field, playground and Forest School area. Forest School enables our children to learn a wide range of skills. They learn to become problem solvers, build resilience, collaborate and gain independence. These skills are all fundamental both inside and outside of school.

Our curriculum enables children to develop spiritually, morally, socially and culturally, as well as learning, through British Values, how to be effective citizens in society.

Through using the **Chris Quigley Education** approach to the curriculum, our children gain the subject knowledge, skills and understanding appropriate to their stage of development.

At Halling Primary School, we have committed Governors, who are truly passionate about the school. The Governors are active and attend a range of functions, visit classes and work alongside staff to ensure the best possible outcomes for our children.



The curriculum is broad and stimulating. Leaders have thoughtfully sequenced the knowledge that they want pupils to learn from Reception up to Year 6 - **Ofsted 2023**



Job Description

Job Title	Teaching Assistant
Location	Halling Primary School
Duration	1.9.24 – 23.7.25
Work Hours	22.5
Reporting to	Assistant Headteacher/SLT
Salary	KR3
Pension	LGPS



About the Role

Teaching Assistant – Part Time & Fixed Term

Start Date: 01 September 2024

22.5 hours a week Monday to Friday 08:45–13:15

KR3 (£23,337)

Halling Primary School is a popular and successful school that is part of Aletheia Academies Trust (AAT). We have a friendly and supportive staff, exceptionally well-behaved children and a commitment to continuing professional development.

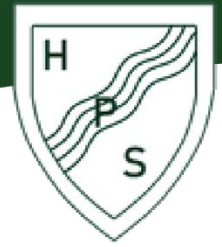
We are looking for a 1:1 Teaching Assistant, who is fully committed to providing and supporting high quality teaching and learning for our children, to join our team from September. This position will, on occasion, also involve supporting a range of children in addition to the 1:1 support.

Caring and enthusiastic candidates, who are committed to high standards and interested in joining a hardworking and friendly team, are invited to apply.

Information about the school can be found by visiting our website. If you have any questions, please call 01634 240258 for an informal chat with a member of the Senior Leadership Team.

The successful candidate will:

- Be prepared to work across all key stages, including EYFS
- Be able to work under direction but also use their initiative when required
- Have high expectations of pupils and themselves
- Be a flexible, hardworking, patient and caring individual



Job Description – Main Duties/Responsibilities

- Support children with mathematics, reading and writing on an individual, class or small group basis.
- Help children who need extra support to complete tasks.
- Give extra support to children with special educational needs, disabilities or English as an additional language.
- Help the teacher to develop learning programmes and activities and adapt appropriate materials.
- Assist the teacher with marking and correcting work, and other administrative tasks.
- Prepare the classroom for lessons and practice good housekeeping to ensure the classroom remains in good order.
- Listen to children read, read to them and tell them stories.
- Support the teacher in managing class behaviour.
- Supervise group activities.
- Look after children who are upset or have had accidents.
- Take part in training, meetings and reviews.
- Create displays from pupils' work.
- Develop knowledge of the learning support needs of individual pupils.

For the pupils you are supporting:

- Aid their learning as effectively as possible.
- Clarify and explain instructions.
- Ensure they are able to use any equipment and materials provided.
- Assist them in weaker areas such as language, behaviour and social skills.
- Help them to concentrate on and finish work set for them.
- Meet physical needs as required while encouraging independence.
- Assist with the development and implementation of EHC plans.





We can offer:

- Polite, enthusiastic and hardworking children, staff and Governors
- A friendly, hardworking and supportive staff team
- A school community committed to raising progress and attainment
- A well-resourced working environment
- A commitment to professional development
- Laughter and smiles!

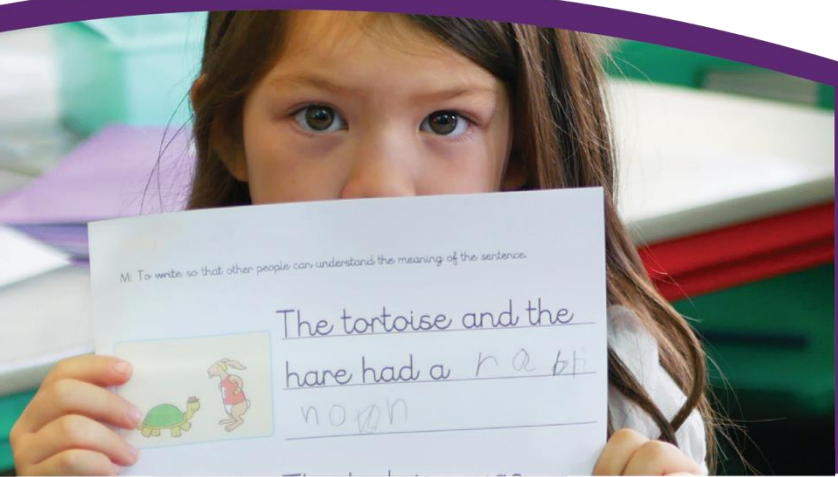
Please be aware that because of the high volume of applicants expected, only those shortlisted for interview will be contacted after the closing date.

We reserve the right to close the advert early if a suitable candidate is found before the closing date.

The school is committed to safeguarding and promoting the welfare of our children and we expect all staff to share this commitment. Any offer of employment will be subject to receipt of satisfactory references and an enhanced DBS check.

“Teachers create opportunities for pupils to collaborate successfully with each other.”

- Ofsted 2023



Communication

- Work with the Local Governing Body, Executive Head and Central Trust team to keep them informed of the financial and educational performance of the school, giving them what they need to provide support and challenge.
- Work with the Senior Leadership Team to ensure all school staff share and embrace the Trust vision.
- Provide reports and information to the Executive Head and CEO as necessary.

Other Areas of Responsibility

- The Head of School will meet the requirements of the Headteacher Standards 2020.
- The Head of School will work in compliance with the Trust's Health and Safety Policies under the Health and Safety Act (1974), ensuring the safety of all parties in the premises controlled by the school.
- The Head of School will ensure compliance with the Data Protection Act (2018) and the Freedom of Information Act.

This is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks expected to be carried out. The post-holder may be required to do other duties appropriate to the level of the role, as directed by the Executive Head.





E D

Qualifications and Experience

Good understanding of child development.	X
The ability to apply behaviour management policies and strategies, which contribute to a purposeful learning.	X
Be able to work effectively as part of a team and contribute to group planning etc.	X
Be able to work independently and on own initiative.	X
Must be flexible with effective time management skills.	X
Be able to work calmly under pressure with the ability to adapt quickly and effectively to changing circumstance/situations.	X
A positive, can-do attitude and a good sense of humour	X
Successful, relevant experience of working with children of relevant age within a learning environment and appropriate qualification.	X
A proven ability to motivate pupils.	X

Personal Qualities

Commitment to achieve the best outcomes for all pupils and promoting the ethos and values of the Trust and school.	All Essential Criteria
Ability to work under pressure, be resilient and prioritise effectively.	
Commitment to always maintaining confidentiality.	
Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.	
Commitment to own well-being and that of the whole school community.	

E = Essential D = Desirable

How to Apply



If you are interested in this position and would like to have a more detailed conversation or arrange a visit to the school before making the decision to apply for the post, please contact:

Jo Barker-Platt, Director of People and Culture
HR@aletheiaacademies.org.uk
01 474 533 082

To apply for this role, please visit MyNewTerm:

Apply Now: [Halling Primary School, Halling, Rochester | Teaching Jobs & Education Jobs | MyNewTerm](#)

School Visit Dates:

Contact to school to arrange

Closing Date:

Monday 1st July

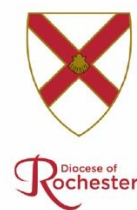
Interview Date(s):

Wednesday 3rd July



Aletheia Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and governors to share this commitment. All successful candidates will be subject to an enhanced DBS check along with other relevant employment checks, including overseas criminal background checks where applicable. Our policy statement on the recruitment of ex-offenders can be found on our website. All new employees, volunteers and governors will be required to undertake safeguarding training on induction which will be regularly updated in line with statutory guidance.

Please click here to view: [Our Trust policies](#) or [Our recruitment of Ex-Offenders policy](#).



Contact Us

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