



Good Shepherd Catholic Primary & Nursery School  
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[www.goodshepherdprimaryschool.co.uk](http://www.goodshepherdprimaryschool.co.uk)  
Headteacher: Mrs Day  
Deputy Headteacher: Mrs Downing

### **TEACHING ASSISTANT Year 4**

The Governors are seeking to appoint a Teaching Assistant to join this friendly and happy one-form entry school. This is initially on a fixed-term contract until 31<sup>st</sup> August 2026 with the Year 4 class, with the option to extend this, depending on budgetary constraints.

**Hours: Monday-Friday 9:00-12:00 (term time only)**

**Salary: £10,282**

**Closing date: 10am Thursday 4<sup>th</sup> September**

Please note that you do not need to be a Catholic to work at Good Shepherd. We welcome all staff, regardless of their faith on the understanding that they support our Christian ethos.

#### **We are looking for a candidate who can:**

- Make a positive contribution to the Catholic ethos of the school
- Support the school's values and vision
- Demonstrate the importance of speaking and listening as a way to move learning on and of developing children's vocabulary
- Create a safe environment in the classroom and playground
- Develop effective professional relationships with all colleagues
- Manage behaviour effectively to ensure a positive learning environment
- Show initiative to adapt teaching to respond to the strengths and needs of pupils
- Demonstrate they are a hard-working and committed individual who is willing to undertake additional reading and research to support themselves professionally
- Be nurturing and patient to enable children to thrive

In addition, the candidate must have Maths and English GCSEs (grade C/5 or above), good spoken English and be computer literate.

#### **Good Shepherd can offer you:**

- A calm and supportive working environment in line with our Christian values
- Positive and happy children who enjoy learning
- Excellent opportunities for CPD and to develop your career
- Welcoming, friendly and supportive colleagues

Safeguarding and promoting the welfare of all children is paramount and all staff are expected to share this commitment. Any offer of employment is subject to two satisfactory professional references, medical clearance, an enhanced Disclosure and Barring Services check (DBS), online checks and evidence of eligibility to work in the UK. All of the above checks must have been completed before the start of employment.

We welcome visits to our school. Please telephone to arrange a convenient time.

Applicants must complete a [CES application form](#) available from the school website. Please note that this should be completed electronically rather than handwritten and artificial intelligence (AI) supporting statements will not be accepted. Completed forms should be returned to the School Business Manager by email: [sbm@goodshepherd.croydon.sch.uk](mailto:sbm@goodshepherd.croydon.sch.uk).

### **Learning together as part of God's family**

## **TEACHING ASSISTANT**

### **Job Description**

- Work with class teachers to raise the learning and attainment of pupils
- Promote pupils' independence, self-esteem and social inclusion
- Give support to pupils, individually or in groups, so they can access the curriculum, take part in learning, and experience a sense of achievement
- Use effective behaviour management strategies consistently in line with the school's policy and procedures
- Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Supervise a class if the teacher is temporarily unavailable
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school's child protection policy

## **TEACHING ASSISTANT**

### **Person Specification**

<b>CRITERIA</b>	<b>QUALITIES</b>
<b>Qualifications and training</b>	<ul style="list-style-type: none"><li>• GCSE or equivalent level, including at least a Grade 5 (previously Grade C) in English and maths</li><li>• First-aid training, or willingness to complete it</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>• Experience working in a school environment or other educational setting</li><li>• Experience working with children / young people</li><li>• Experience planning and delivering learning activities</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• Good literacy and numeracy skills</li><li>• Good organisational skills</li><li>• Ability to build effective working relationships with pupils and adults</li><li>• Skills and expertise in understanding the needs of all pupils</li><li>• Knowledge of how to help adapt and deliver support to meet individual needs</li><li>• Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</li><li>• Excellent verbal communication skills</li><li>• Active listening skills</li><li>• The ability to remain calm in stressful situations</li><li>• Knowledge of guidance and requirements around safeguarding children</li><li>• Good ICT skills, particularly using ICT to support learning</li><li>• Understanding of roles and responsibilities within the classroom and whole school context</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• Enjoyment of working with children</li><li>• Use of positive language and encouragement with all children</li><li>• Patience and kindness towards all</li><li>• Sensitivity and understanding, to help build good relationships with pupils</li><li>• A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding pupil's wellbeing and equality</li><li>• Resilient, positive, forward-looking and enthusiastic about making a difference</li><li>• Capacity to inspire, motivate and challenge children and young people</li></ul>