



Candidate Brochure **Teaching Assistant Level 2 (TA 2)**



THE DEAN TRUST
Believe Achieve Succeed

SALARY:

Band 4 Point 12-17, £28,598-£31,022 per annum pro rata.

Actual Salary £24,597.58 - £26,682.50

START DATE:

As soon as possible

WORKING PATTERN:

36.25 hours per week,
Monday - Friday 08:00 - 16:00,
Term time including 5 INSET
days

CONTRACT:

Permanent

LOCATION:

Ashton on Mersey School

RESPONSIBLE FOR:

Supervision, to implement agreed work programmes with individuals/groups, in or out of the classroom. This could include those requiring detailed and specialist knowledge in particular areas and will involve assisting the teacher in the whole planning cycle and the management/preparation of resources.

ACCOUNTABLE TO:

Assistant Headteacher
(Responsible for SEND)

Teaching Assistant Level 2

Job Summary

The Dean Trust is seeking to appoint a talented and hard-working Teaching Assistant 2 SEN to join our dedicated team at [Ashton on Mersey School](#).

The core purpose of the role will be to NJC LEVEL 2/3 -To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area. May be required to supervise groups of pupils undertaking activities in non-teaching situations.

We are an Equal Opportunities employer committed to ensuring inclusion, diversity and equality of opportunity. We welcome applications from a diverse range of candidates including those from underrepresented groups, and/or with protected characteristics.

The Dean Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All post holders are subject to pre-employment safeguarding checks, including an enhanced Disclosure and Barring Check.



Main Purpose of the Role

NJC LEVEL 2/3 -To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils and to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area. May be required to supervise groups of pupils undertaking activities in non-teaching situations.

Key Responsibilities

Support for Pupils

- Supervise and provide particular support for pupils, including those with special needs, ensuring their safety and access to learning activities
- Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes
- Establish constructive relationships with pupils and interact with them according to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by the teacher
- Set challenging and demanding expectations and promote self-esteem and independence
- Provide feedback to pupils in relation to progress and achievement under guidance of the teacher

Support for Teachers

- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans and assist with the display of pupils' work
- Use strategies, in liaison with the teacher, to support pupils to achieve learning goals
- Assist with the planning of learning activities
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed
- Provide detailed and regular feedback to teachers on pupil's achievement, progress, problems etc.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Establish constructive relationships with parents/carers
- Administer routine tests and invigilate exams and undertake routine marking of pupils' work
- Provide clerical/admin. support e.g. photocopying, typing, filing, money, administer coursework etc.

Support for the Curriculum

- Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses
- Undertake programmes linked to local and national learning strategies e.g. literacy, numeracy, KS3, early years and recording achievement and progress and feeding back to the teacher

- Support the use of ICT in learning activities and develop pupils' competence and independence in its use
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use

Support for the school

- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to the overall ethos/work/aims of the school
- Appreciate and support the role of other professionals
- Attend and participate in relevant meetings as required
- Participate in training and other learning activities and performance development as required
- Assist with the supervision of pupils in non-teaching times, including before and after school and at lunchtime
- Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher

SEN Payband

TAs appointed to jobs carrying the SEN addition must be prepared to carry out duties that include:

- Dealing with complex behaviour/emotional needs
- Dealing with complex physical, care and personal needs, including lifting and handling
- Support complex sensory needs
- Attend appropriate in service training as required to address the complex needs of the pupils
- Communicate with parents/cares and other professionals around complex issues/needs
- Be aware that the job may require TAs to work in difficult and challenging conditions arising from anti-social, difficult behaviour or medical conditions

All employees have the responsibility to:

- Ensure any documentation produced is to a high standard and is in line with the brand style
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
- Participate in training and other learning activities as required
- Participate in the school's People Development Process
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
- To represent the school/academy at events as appropriate
- To support and promote the school/academy ethos
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post
- To undertake any other reasonable duties at the request of the Executive Team and/or Headteacher

All post holders must comply with The Dean Trust professional standards. The job description will be reviewed as necessary and is subject to modification and amendment at any time after consultation with the post holder.

Whilst every effort has been made to explain the key responsibilities of this post, this job description is not intended to be exhaustive and every individual take undertaken may not be identified.

Personal Specification

	Essential	Desirable
Qualifications		
Good numeracy/literacy skills	✓	
Completion of DfES Teacher Assistant Induction Programme	✓	
Participate in development and training opportunities	✓	
To have attended basic TA training at a college of further education (e.g. NCFE level 1 Training) and be working towards NVQ2 or similar qualifications (e.g. CACHE level 2)	✓	
Sound Knowledge of the literacy / numeracy KS3 / Foundation Stage strategies and a good overview of Key Stage relevant curriculum	✓	
Sound knowledge of one or more areas of special need (depending on setting) and Code of Practice for SEN	✓	
Sound knowledge of the causes and patterns of poor behaviour and strategies to address these	✓	
Sound knowledge of how children learn and how to create and maximize learning opportunities.	✓	
To be able to work as part of a team and to have good inter-personal relationships	✓	
To be qualified to NVQ level 2 or working towards NVQ3	✓	
To have attended significant Inset relevant to job and – in the case of those working with particular SEN pupils – to have become skilled in dealing with particular areas of special need through attending LEA and other providers of specialist training	✓	
Desirable to have completed (depending on job / setting) CACHE CPD SEN Level 2 or similar	✓	
Experience		
Experience of working with children of relevant age	✓	

Knowledge, Skills and abilities		
Appropriate knowledge of first aid	✓	
Use basic technology – computer, video, and photocopier	✓	
Ability to relate well to children and adults	✓	
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	✓	
To be aware of all school policies and procedures	✓	
To have some knowledge of NC requirements, especially literacy, numeracy and PSHE (e.g. ELS/ ALS/ FLS/ LPU/ Springboard)	✓	
Effective use of ICT to support learning	✓	
Understanding of relevant policies/codes of practice and awareness of relevant legislation	✓	
General understanding of national/foundation stage curriculum and other basic learning programmes/strategies	✓	
Basic understanding of child development and learning	✓	
Ability to self-evaluate learning needs and actively seek learning opportunities	✓	
SEN Payband		
TAs appointed to jobs carrying the SEN addition must be prepared to carry out duties that include:		
Dealing with complex behaviour/emotional needs	✓	
Dealing with complex physical, care and personal needs, including lifting and handling	✓	
Support complex sensory needs	✓	
Attend appropriate in-service training as required to address the complex needs of the pupils	✓	
Communicate with parents/cares and other professionals around complex issues/needs	✓	
Be aware that the job may require TAs to work in difficult and challenging conditions arising from anti-social, difficult behaviour or medical conditions	✓	

How to apply

If you would like to apply for this role
please apply through our online recruitment site which is
available via:

careers.thedeantrust.co.uk

Application Closing Date:

Application closing date: 23:59 5th October 2026
Interview date: TBC W/c 12th October 2026

**Any queries, please contact a member of the HR Team on 0161
973 1179 option 6 or via email at
maxinemills@aom.trafford.sch.uk**

