

CANDIDATE PACK

Teaching Assistant



Start date:
ASAP
Location:
Hailsham
Oaklands Way,
Hailsham, BN27
3NW

About Us

At East Sussex Academy we aim to ensure continuity and care for pupils during this transition, as we begin an exciting journey of improvement. We are committed to delivering high quality education for pupils, many of whom have had challenging experiences in mainstream settings and need support and encouragement to access learning. Ahead of the school's transfer into LSEAT (at which point it will officially become East Sussex Academy) we are already implementing some bespoke provision and services to support young people and schools across the county.





About the Trust

Our school is part of London South East Academies Trust - a multiacademy trust sponsored by London South East Colleges. In 2024 the Trust was formally recognised and awarded as the TES Small Trust of the Year.

Our vision is to create a future where every child, in every school, can flourish every day.

- Give all children an inspirational school offer
- Ensure the educational achievement of every child and young person entrusted to us.
- Have a relentless focus on accelerating learning
- Reward ambition and high aspirations through all of our schools

Read more on the trust website:
LSEAT.co.uk

Job Description

Job title: Teaching Assistant

Salary: H13 to H16 on the LSEAT Harmonised pay scale

Contractual Hours: 32.5 Hours

Position Status: Permanent

Responsible to: Deputy Headteacher / SENCO / Inclusion Lead

About our Vacancy:

Do you have the passion, patience and dedication to help young people overcome barriers to learning and achieve their potential?

We are looking for a committed Teaching Assistant to join our Alternative Provision team in Hailsham, supporting students with Social, Emotional and Mental Health (SEMH) needs and additional learning needs. You'll play a vital role in helping young people engage in education, develop confidence and achieve positive outcomes.

What you'll be doing:

- Supporting learning in the classroom and through targeted interventions
- Helping students overcome barriers to education and achievement
- Building positive relationships based on trust, consistency and high expectations
- Supporting emotional regulation and positive behaviour
- Working closely with teachers, families and external professionals
- Promoting attendance, wellbeing and personal development

We're looking for someone who:

- Has experience working with children or young people
- Is resilient, patient and emotionally intelligent
- Can build strong relationships with vulnerable learners
- Understands the importance of safeguarding and inclusion
- Is passionate about transforming lives through education

East Sussex Academy Hailsham is part of a specialist Alternative Provision school serving children and young people aged 5 to 16 across East Sussex. The academy provides high-quality education and tailored support for pupils who have been excluded from, or are unable to access, mainstream education, helping them to re-engage with learning, build confidence and achieve their full potential. Since joining London South East Academies Trust in September 2025, the academy has been on an exciting journey of improvement, with a strong focus on creating nurturing, inclusive learning environments where every pupil can succeed.

We offer a comprehensive and bespoke CPD programme throughout the year and have an excellent track record of developing and progressing staff at every stage of their career, providing opportunities to grow within both the academy and the wider Trust.

The Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to enhanced DBS checks and all safer recruitment procedures.

Job Description

Main purpose of the role:

To work alongside teaching staff and pastoral teams to support pupils with Social, Emotional and Mental Health (SEMH) needs, additional learning needs and those who may be disengaged from education. The Teaching Assistant will provide targeted academic, pastoral and behavioural support to enable pupils to overcome barriers to learning, regulate their emotions, improve attendance and engagement, and achieve positive educational outcomes. The postholder will contribute to creating a safe, nurturing and inclusive environment where pupils feel valued, supported and able to succeed. The role requires a relational and trauma informed approach, promoting resilience, independence and positive behaviour whilst maintaining high expectations for all learners.

Key Responsibilities:

Supporting Learning

- Support pupils within lessons, intervention sessions and alternative learning activities to maximise engagement and achievement.
- Work with individuals and small groups to deliver targeted interventions agreed by teaching staff.
- Adapt support strategies to meet the diverse learning, emotional and behavioural needs of pupils.
- Reinforce lesson objectives and learning outcomes under the direction of the teacher.
- Support pupils to develop literacy, numeracy, communication and social skills.
- Contribute to the assessment and review of pupil progress and targets.
- Encourage pupils to become independent learners and take responsibility for their own progress.

Behaviour and Emotional Support

- Build positive and professional relationships with pupils based on trust, consistency and high expectations.
- Act as a positive role model, promoting self-regulation, resilience and positive decision-making.
- Support pupils experiencing emotional distress or dysregulation using recognised de escalation and restorative approaches.
- Help pupils identify and overcome barriers to learning, attendance and personal development.
- Promote positive behaviour and reinforce the academy's behaviour expectations consistently.
- Contribute to Behaviour Support Plans, Risk Assessments and individual intervention programmes.
- Record and monitor behaviour incidents, interventions and outcomes accurately.

Job Description

Pastoral and Inclusion Support

- Provide pastoral support to pupils who may be vulnerable, at risk of exclusion or experiencing difficulties affecting their education.
- Encourage attendance, punctuality and participation in education.
- Support pupils during transitions, reintegration programmes and changes in provision.
- Promote inclusion, equality and respect throughout the academy.
- Encourage pupils to develop positive relationships with peers and adults.
- Support pupils in developing confidence, self-esteem and social skills.

Working with Families and Professionals

- Develop constructive relationships with parents, carers and families to support pupil progress and wellbeing.
- Participate in review meetings and contribute relevant information regarding pupil progress, attendance and wellbeing.
- Work collaboratively with teachers, pastoral teams, SENCOs, safeguarding staff and external agencies.
- Support the implementation of recommendations from Education, Health and Care Plans (EHCPs) and professional reports.

Safeguarding and Welfare

- Promote and safeguard the welfare of children and young people at all times.
- Report safeguarding concerns promptly and appropriately in accordance with academy policies and statutory guidance.
- Maintain professional boundaries and confidentiality.
- Contribute to the creation of a safe and supportive learning environment.
- Follow academy procedures relating to safeguarding, health and safety, behaviour and data protection.

Physical Intervention and Positive Handling

- Participate in approved positive handling and de-escalation training.
- Use authorised positive handling techniques only as a last resort and in accordance with academy policy and training.
- Support colleagues in maintaining a safe learning environment when required.

Professional Responsibilities

- Attend training and professional development relevant to the role.
- Contribute positively to the wider life of the academy.
- Work flexibly across sites and provisions where required.
- Undertake any other duties commensurate with the grade and purpose of the role.



Person Specification

Education and Qualifications	Essential	Desireable
GCSE Grade 4/C or above (or equivalent) in English and Mathematics	✓	
Relevant Level 2 Teaching Assistant qualification or willingness to work towards one	✓	
Commitment to ongoing professional development	✓	
Qualification in Education, Youth Work, Child Development, Behaviour Support or a related field		✓
Team Teach, PRICE or equivalent positive handling training		✓
Trauma-Informed Practice training		✓
Mental Health First Aid qualification		✓
Education and Qualifications	Essential	Desireable
Experience working with children or young people in an educational, youth work or support setting	✓	
Experience supporting pupils with behaviour, SEMH needs or additional needs	✓	

Person Specification

Experience working as part of a multidisciplinary team	✓	
Experience supporting vulnerable or disengaged learners	✓	
Previous experience within an Alternative Provision, SEMH school or PRU		✓
Experience delivering interventions and mentoring programmes		✓
Experience of restorative and trauma-informed approaches		✓
Experience supporting pupils with EHCPs		✓
Knowledge and Skills	Essential	Desireable
Understanding of SEMH needs and barriers to learning	✓	
Understanding of safeguarding and child protection responsibilities	✓	
Ability to build positive relationships with challenging and vulnerable pupils	✓	
Strong communication and interpersonal skills	✓	

Person Specification

Effective behaviour management and de-escalation techniques	√	
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Ability to remain calm under pressure and work flexibly	√	
Competent use of ICT, including Microsoft Office and school management systems	√	
Personal Qualities	Essential	Desireable
Resilient, patient and emotionally intelligent	√	
Professional, approachable and trustworthy	√	
Positive role model with high expectations	√	
Flexible and adaptable in a changing environment	√	
Committed to inclusion and improving outcomes for vulnerable young people	√	
Strong team player with excellent organisational skills	√	
Commitment to safeguarding and promoting the welfare of children and young people		

What we offer

- Friendly, enthusiastic, delightful pupils and students who teach us something new every day
- A committed and caring staff team who support and develop each other
- A proactive and supportive SLT who are actively mindful of workload
- A collaborative approach to planning and problem-solving
- A comprehensive induction and an ongoing extensive CPD programme
- Opportunities to develop your skills and talents
- Small class sizes with high staff/pupil ratio
- Advantages of belonging to a multi-academy trust, e.g. discounts on gym and wellbeing services, access to free and confidential Occupational Health and Employee Assistance Programmes
- Excellent Pension Schemes - Including employer contributions to the Teachers' Pension Scheme, Local Government Pension Scheme, or Nest.
- Professional Development - Access to high-quality training, leadership development, and career progression opportunities
- Employee Assistance Programme - Providing free, confidential support.
- Travel Support - annual season ticket loan and cycle-to-work scheme.
- Well-being and Lifestyle Benefits - including access to gym discounts, discounts in our in-house college restaurant, and reduced-price hair and beauty treatments.
- Free Onsite Parking - available at our schools.
- Free mortgage and financial advice - Get 15% off wills with Radnew and Mortgages.

How to apply

If you wish to discover more about this exciting opportunity, request a copy of this candidate pack or an application form, please view our vacancies page [here](#).

