



CANDIDATE PACK

Senior Teaching Assistant



Start date:
ASAP

Location:
Queens Road
Walton on Thames
Surrey
KT12 5AB

About Us

Walton Leigh is a maintained special school for young people aged 11 to 19 with severe and complex learning difficulties.

We are a positive, welcoming school and we endeavour to provide a happy and caring environment where your child can flourish.

We will make sure your child is valued and supported in every way. We have a positive ethos, love celebrating achievement and always have high expectations!

We provide excellent opportunities to develop your child's communication skills and personal and social development.

We strive to deliver outstanding teaching and your child's class teacher will support and guide them to be as independent as possible.

WALTON
LEIGH
SCHOOL





About the Trust

Our school is part of London South East Academies Trust - a multi academy 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



Working together to create an environment in a secure, stimulating atmosphere.

Promoting independence where self-esteem and mutual respect are fostered and effort and achievement celebrated in the pursuit of excellence.

Values

Responsibility

Friendship

Happiness

Honesty

Care

Respect

Love

Confidence

Cooperation

Belonging

Thoughtfulness

Patience

WALTON
LEIGH
SCHOOL





**WALTON
LEIGH
SCHOOL**

Job Description

Job title: Senior Teaching Assistant

Salary: H18 on the LSEAT Harmonised payscale

Contractual Hours: 33.35 hours per week

Position Status: One Year Fixed Term

About our Vacancy:

We are seeking a dedicated and experienced Senior Teaching Assistant to join our team at Bromley Beacon School, a specialist SEMH provision for pupils aged 14–18. This is a key role within the classroom, offering the opportunity to support high-quality teaching and make a meaningful difference in the lives of young people with social, emotional and mental health needs.

The successful candidate will demonstrate a genuine passion for inclusive education and a strong commitment to supporting vulnerable learners. They will be proactive, reflective, and skilled in building positive relationships with pupils, staff, families and external professionals, helping to create a calm, supportive and nurturing environment where all pupils can succeed.

You will play an important role in supporting teaching and learning, modelling effective practice, and contributing to a consistent approach to behaviour, engagement and wellbeing across the school. You will also provide guidance and support to other teaching assistants, helping to maintain high standards in the classroom.

We are looking for a resilient, compassionate and motivated individual who can inspire confidence in pupils, adapt to their individual needs, and contribute positively to the wider school community.



Walton Leigh School is a specialist setting for pupils aged 11–19 with additional needs, including autism, where we provide a nurturing and inclusive environment for every young person to thrive. As part of the London South East Academies Trust, we are committed to improving lives through high-quality education and strong support. We are looking for enthusiastic, kind, caring and resilient individuals to join our team.

You will help create a safe, positive and structured environment, supporting pupils' social, emotional and academic development. We offer a strong induction programme and ongoing CPD, ensuring our staff are well supported and continue to develop professionally within a collaborative Trust.

We are committed to safeguarding children; successful applicants will be required to undertake an enhanced DBS check



Job Description

Main purpose of the role:

To support teaching staff in their responsibility for the development and education of pupils. Able to lead lesson from teacher's planning e.g. to cover PPA, meetings or sudden absence

Under the direction of the teacher:

- Uses specialist skills in, for example, the teaching of literacy, numeracy or science.
- Provides specialist welfare support for pupils with sensory and/or physical impairment.
- Develops the specialist knowledge required to provide appropriate personal care or therapy.
- Works as part of a team to ensure that the wellbeing, social and personal development of pupils enhances learning opportunities and life skills.



- Organises and maintains the learning environment and takes responsibility for specific aspects of class organisation and administration.
- Undertakes pupil observations, records pupil progress as directed and contributes to reports through discussion with the Class Teacher
- Delivers specified work to individuals, groups and whole classes as determined by the headteacher in accordance with The Education (Specified Work and Registration) (England) Regulations 2003.
- Maintains confidentiality in and outside the workplace.
- Understands and assists in interpretation of school policies.



General Requirements

- Take on any additional responsibilities which might, from time to time, be determined.
- Safeguarding: Demonstrate a clear commitment to safeguarding and promoting the welfare of children and young people, adhering to all policies and statutory guidance, and reporting concerns promptly in line with our procedures.
- Equity, Diversity and Inclusion: Promote an inclusive culture that values diversity, ensures equality of opportunity, and challenges discrimination in all its forms.
- Health and Safety: Take reasonable care for your own health and safety and that of others, complying with all relevant policies, procedures and risk assessments.
- STARS Values: Consistently model and promote the our STARS values, contributing positively to our culture and reputation.
- Sustainability: Support our commitment to environmental sustainability through responsible use of resources and sustainable working practices. This job description may be amended at any time following discussion between the Head Teacher, Senior Leader and member of staff, and will be reviewed annually.



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
- Free parking on site
- 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.

Person Specification

Education and Qualifications	Essential	Desireable
NNEB, NVQ3 or equivalent qualification/experience. The person must be prepared and able to take up continuing professional development opportunities		√
Knowledge and Experience	Essential	Desireable
Experience of working with children with Special Educational Needs		√
Experience of working in a school setting	√	
Able to take responsibility	√	
Works well as a member of a team	√	
Able to direct staff and students	√	
Able to follow verbal and written instructions with minimum supervision	√	
Able to give clear verbal instructions	√	



Clear legible writing	√	
Able to deliver individual pupil programmes, recording as necessary	√	
Competent in use of IT to support learning	√	
Able to use own initiative	√	
Personality	Essential	Desireable
Good interpersonal skills	√	
Empathy with children with special needs	√	
Able to cope in stressful situations	√	
Flexible, dependable, responsible & sense of humour	√	
Mobility	Essential	Desireable
Clean driving licence		√



Prepared to undergo SCC MIDAS		√
Minibus training		√
Physical Attributes	Essential	Desireable
Good all-round fitness and agility	√	
Commitment to equal opportunities	√	



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](#).

