**Children of Success Schools Trust**

**Haveley Hey Community School**

**School Vacancy**

**Position:** Teaching Assistant – Level 3

**Location:** Haveley Hey Community School, Nearbrook Road, Manchester, M22 9NS

**Contract:** Full time, Permanent and fixed-term roles available

**Working Pattern:** Monday to Friday, 33.5 hours per week, Term time only

**Salary Details:** Grade 4 Points 7 to 11, £25,584 to £27,269 per annum

**Actual Salary:** Grade 4 Points 7 to 11, £20,524 to £21,875 per annum

**Closing Date:** 9:00am on Thursday 3rd July 2025

**Shortlisting Date:** Friday 4th July 2025

**Interview Date:** Wednesday 9th July 2025

**Proposed Start Date:** 1st September 2025

Please email your completed application form addressed to our Head of School, Faye Docker, to – HR@cosst.co.uk

All applicants must complete an application form. CVs will not be accepted.

Haveley Hey Community School are looking to appoint an enthusiastic and highly motivated Teaching Assistant to work in Key Stage 2. This post is an exciting opportunity to become part of an energetic team focused on achieving the very best for our children.

**About Us:**

Haveley Hey Community School is part of a multi-academy trust working closely with its partner The Willows Primary School, and has strong educational links and partnership links with schools in the local cluster. Our school has a strong Rights Respecting ethos and has achieved Gold Level status.

**About the role:**

Your main role will be to support the children in their learning, so you will work under the direction of a teacher to contribute to the planning, delivery and evaluation of learning activities for whole classes, groups and individual pupils. You will also regularly cover PPA without the presence of a teacher and have relevant experience of supporting planning, evaluation and delivery of learning activities and be committed to working within the ethos of our school.

**The ideal candidate must have the following:**

* A minimum of NVQ Level 3 or equivalent
* Achieved at least grades A\*- C (or equivalent) in GCSE English and Maths
* Experience of working with children in Key Stage 2
* Experience of taking groups and a whole class on your own
* A proven track record of working with small groups in an educational setting and the ability to show evidence of impact on children’s attainment through the use of interventions
* Be very well organised, have great communication skills and an enthusiasm for supporting children of all abilities
* Good ICT skills
* A positive and proactive approach when supporting learning and behaviour
* Work well under pressure and achieve set targets
* An understanding of the role of Teaching Assistant and other professionals working in the school

**In return we can offer you:**

* Enthusiastic and friendly children who are keen to learn
* A very supportive and committed school community
* A happy and harmonious environment in which every child really does matter
* A commitment to your professional development

**Additional information**

We are fully committed to safeguarding and promoting the welfare of children, younger learners and vulnerable adults and we expect all staff and volunteers to share the same commitment. The above post will be subject to enhanced DBS checks, satisfactory references and will be exempt from the provisions of the Rehabilitation of Offenders Act 1974.

All posts must satisfy The Trust of their health and physical capacity, advice will be sought from Employee Health & Wellbeing at Wythenshawe Hospital.

We are an Equal Opportunities Employer and we positively welcome applications from all candidates regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

In line with our Recruitment Policy we do not accept C.V.’s and unsuccessful applicants will not be contacted.