

St Mary's Catholic Primary School

'Growing, loving and learning in the arms of Mary'

Meadowside

Sunderland

SR2 7QN

Telephone 0191 5228787

Headteacher Mr M. Clephane



Permanent Teaching Assistant Level 3 - VACANCY

Salary: Grade D Point 5-6 (£24790 - £25183) pro-rata to hours and weeks worked (actual salary £19905 - £20220)

Start Date: September 2025

Contract: 35 hours per week. Term Time plus 5 days (Inset days).

CEO: Mr T.B. Tapping

Headteacher: Mr M. Clephane

The Governors are seeking to appoint, a permanent, enthusiastic, motivated and committed Teaching Assistant who has an understanding of good primary practice and who are able to undertake a range of learning activities under the professional direction and supervision of qualified teachers and/or senior colleagues as part of a professional team to raise standards across school.

Applicants should have experience of working with teachers supporting learning and attainment in Foundation, Key Stage 1 and Key Stage 2 and have the ability, flexibility and willingness to provide support during the school day, curriculum and lunchtimes and also be able to supervise whole classes occasionally during the short-term absence of teachers.

Candidates should show a willingness to make a positive contribution to the wider Catholic life and ethos of our caring and high achieving inclusive school, where every child matters.

The successful candidates should be:

- An excellent practitioner with high expectations of themselves and pupils, with a commitment to raising standards
- Qualified to Level 3 or above with excellent numeracy and literacy skills.
- Able to assist pupils to carry out programmes set by teaching staff and assist individual pupils or small groups of pupils in classroom activities under the specific direction of the teacher and/or other support staff.
- Have experience and knowledge of assessment methods, schools tracking system and end of year assessments and key stage statutory tests.
- Have the ability to maintain awareness of pupils' needs and targets.
- Able to work collaboratively with colleagues as part of a professional team; and carrying out roles effectively, being respectful of other's roles and responsibilities and knowing when to seek help and advice from colleagues.
- Knowledgeable and able to fully adhere and comply with all schools policies, practices and procedures.
- Build and maintain successful working relationships with pupils, parents/carers and staff.
- Creative and forward-thinking with the confidence to embrace new ideas and technology.
- Work in a school with a strong commitment to continuous professional development and a network of support from our school partners.

The Governing Body of St Mary's Roman Catholic Primary School and the Diocese are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and the highest priority is given to following the guidance and regulations to safeguard them and we are committed to respond in accordance with Local Safeguarding Board procedures

E-Mail: info@smrc.school

Website: www.smrc.school



Bishop Chadwick
Catholic Education Trust



In addition, for the purpose of this role, experience of working with the National Curriculum, experience of working with knowledge and understanding of the needs children working at different levels & children with Education Health Care plans and knowledge of assessment and attainment are essential, as is the ability to work within a team and on your own initiative. Ability to communicate report effectively and confidentially is also an essential requirement.

Applications are required and CV's will not be accepted. For enquiries regarding this role, please contact Val Atkinson Office Manager - 01915228787.

Application packs, and further details are available from School office, school website www.smrc.school or by e-mail info@smrc.school

All Applications should be returned to Mr M Clephane, Headteacher by e-mail info@smrc.school by:-

Closing Date: 27^h June 2025 - 12 noon

Shortlisting: 27^h June 2025

Interviews/observations: week beginning 30th June 2025

If you have not been contacted before the interview date, it should be presumed that you have been unsuccessful with your application.

St Mary's Catholic Primary School is part of Bishop Chadwick Catholic Education Trust which is one of four Trusts in the Diocese of Hexham and Newcastle. The Trust includes five Secondary and twenty-five Primary Schools across South Tyneside, Sunderland and East Durham.

Bishop Chadwick Catholic Education Trust safeguards and protects its students and staff by being committed to respond in accordance with South Tyneside Child Protection Procedures. Enhanced DBS checks are mandatory for all school staff.

Electronic signatures will be accepted but candidates will be required to add a written signature to their application when circumstances allow.

The position we are filling is exempt from the provisions of the Rehabilitation of Offenders Act and a satisfactory Enhanced DBS from the Disclosure and Barring Service is required as part of pre-employment checks. An online search will be completed for all shortlisted candidates.

Bishop Chadwick Catholic Education Trust is an equal opportunities employer, welcoming applications from all sections of the community. We are committed to safeguarding and promoting the welfare of young people and vulnerable adults and we expect staff and volunteers to share this commitment.