

**St Mary's Catholic Academy**  
**Ford Green Road, Norton**  
**Telephone 01782 234820**  
**E Mail [office@stmarysnewman.co.uk](mailto:office@stmarysnewman.co.uk)**  
**Web address [www.stmarysstoke.co.uk](http://www.stmarysstoke.co.uk)**

**Teaching Assistant required**

This is a permanent position at St Mary's Catholic Academy  
for 25 hours Level 4 (Actual salary £13,660-£14,355)

St Mary's is part of the Newman Catholic Collegiate. The Governors are seeking to appoint a hardworking and committed Teaching Assistant to join our enthusiastic team. St Mary's and its partner school, Our Lady of Grace are both rated outstanding by Ofsted and we are looking for a practitioner to complement our outstanding team.

We are seeking to appoint a teaching assistant who will:

- Work with alongside the class teacher to support children when accessing the curriculum.
- To support the class teacher in the preparation of lessons
- Support group activities
- Support the children's well-being as in line with our relationships policy
- Be proactive and flexible in supporting children's needs
- Work closely with the other staff
- Support and maintain positive links between home and school by making parents feel welcome
- Have NVQ Level 2 for Teaching Assistants (or recognised equivalent qualification)

The successful applicant will be required to work Monday – Friday.

We can offer:

- A friendly, welcoming community which values everyone
- A positive climate in which you can develop new ideas and initiatives
- Support from an enthusiastic and dynamic team at this and other schools within the academy
- Happy, enthusiastic, well-behaved children who are keen to learn
- Very supportive staff, parents and governors
- A commitment to your on-going professional development.

**Candidates are welcome and encouraged to visit the school by prior arrangement.**

**Application packs are available from Mrs T Edge, Office Manager, St Mary's Catholic Academy, Ford Green Road, Norton, Stoke-on-Trent, ST6 8EZ**  
and also on the school's Website: [www.stmarysstoke.co.uk](http://www.stmarysstoke.co.uk)

For further information about this post, or to arrange a school visit, please contact  
Mrs S Rathbone, Executive Principal.

Closing date for all applications: Thursday 26<sup>th</sup> September 2024, 12pm

Interviews will be held: Thursday 3<sup>rd</sup> October

**DBS Checks**

This post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Amendment Order 1986 and, as such, it will be necessary for a Submission for Disclosure to be made to the Disclosure and Barring Service to check for any previous criminal convictions. [Click here](#) for further information.

**Asylum and Immigration**

To comply with Asylum and Immigration legislation you will be required (if appointed) to provide one or more documents from the Immigration Act 2006 - List A and B. You must provide proof of current and valid permission to be in the United Kingdom and valid permission to do the type of work offered. Further information is available at: [www.bia.homeoffice.gov.uk/employers/](http://www.bia.homeoffice.gov.uk/employers/)