



# Primary Teaching Assistant - Early Years

---

Reach Academy Feltham

# Welcome,

We're delighted to be the co-headteachers of **Reach Academy Feltham**, an all-through school that is dedicated to achieving its vision that:

*every single pupil will leave us with the skills, attributes and academic qualifications to go on to enjoy lives of choice and opportunity*

At Reach Academy Feltham we believe it is impossible to teach to high standards unless the teacher knows the children, both personally and academically. By keeping the school small, we believe it can create a community where no pupil is left behind, providing every student with the opportunity to achieve academic success.



Tilly  
Browne



Beck  
Owen

## **We need new teachers and leaders to continue our development.**

In the following pack, we hope to do the following:

- Share some background information about the evolution and direction of **Reach Schools**;
- Provide a description of the role with an indication of the types of skills and attributes we're looking for; and,
- Provide information about **how to apply** for the role.

If you have any questions at all, please don't hesitate to contact Tilly (for Primary roles) or Beck (for Secondary roles) directly at [Matilda.Browne@reachacademy.org.uk](mailto:Matilda.Browne@reachacademy.org.uk) or [Beck.Owen@reachacademy.org.uk](mailto:Beck.Owen@reachacademy.org.uk)

Kind regards,  
Beck and Tilly

# About us

Reach Schools



## Reach Schools

**Reach Schools** is the (new) name of our multi-academy trust. It belongs to a wider ecosystem of organisations based in Feltham that work to incubate ideas and improve outcomes for our community in Feltham—and beyond.

**Reach Schools** works in partnership with the **Reach Children's Hub** to *deepen* our impact in Feltham and the **Reach Foundation** to *expand* the national impact of our pioneering work.

The following pages provide a quick overview of our schools and some related activities.

*Further information about Reach Schools' evolution can be [found here](#).*



## Reach Academy Feltham

est. 2012

Our first all-through school.

We've created a community of pupils, parents and teachers united by the highest expectations of what every young person can achieve *and* the commitment to do whatever it takes to help them get there.



## Feltham College

est. 2022

Our pioneering sixth-form college.

Reach College is the the first sixth-form college in the country to be founded by a partnership of education, business, and health service providers whose sole focus is broadening choices and opportunities for young people in Feltham.



## Reach Academy Hanworth Park

est. 2024

Our new all-through school.

Opening in September 2024, Reach Academy Hanworth Park will serve 1,080 pupils in Feltham; located on a site adjacent to Reach Academy Feltham.



## Reach Training

In addition to running our three schools in Feltham, Reach Schools provides **Initial Teacher Training** (in partnership with SWTT), **Teaching Internships** and an expanding suite of **Foundation Degrees**.





## Reach Children's Hub

Early in the development of Reach Academy Feltham, we realised that a great school was necessary but not sufficient to ensure that *every* child in Feltham could enjoy a life of choice and opportunity.

We found that many of our students required deeper and more wide-ranging support than a school is typically able to provide.

In 2018, we set up the Reach Children's Hub to provide an integrated pipeline of support for local children and families to complement the work of the school.

Informed by international evidence and local experiences, our Hub creates space to curate insights and accelerate real change. The Hub's provision, then, is ever-evolving; responding to the community's needs.

In partnership with a wide-range of partners, the Hub currently provides perinatal support, early years workforce training and development, parenting programmes, community organising, careers support and much, much more.



## Reach Foundation

The Reach Foundation works in partnership with schools, trusts and related organisations around the country to develop and deliver integrated pipelines of cradle-to-career support, grounded in great schools.

At present, the Foundation is focusing its efforts on:

- **Building partnerships** with all-through schools and trusts to curate insights and accelerate change by facilitating peer-to-peer learning and sharing our insights with schools and policymakers nationwide.
- **Developing school and trust leaders** with the capacity to catalyse and sustain the transformational change their communities desire. The Foundation delivers highly-focused leadership programmes to ensure these leaders possess the knowledge, agency and relationships to affect systems change.



# About the role

Primary Teaching Assistant - Early Years, Reach Academy  
Feltham

# Role overview

**We are seeking energetic and enthusiastic individuals to join the school to provide support and assistance to groups of children in our Early Years.**

We are looking for someone, who has a passion for education and supporting all children to be successful. They should be reflective and ready to learn.

You will set high standards for pupil engagement and be well organised. You will prepare and supervise activities, and support children at all times.

This role would suit someone keen to work in a school or someone keen to get experience prior to embarking on teacher training.

# Role details

## Primary Teaching Assistant - Early Years

**Reports to:** Class Teacher

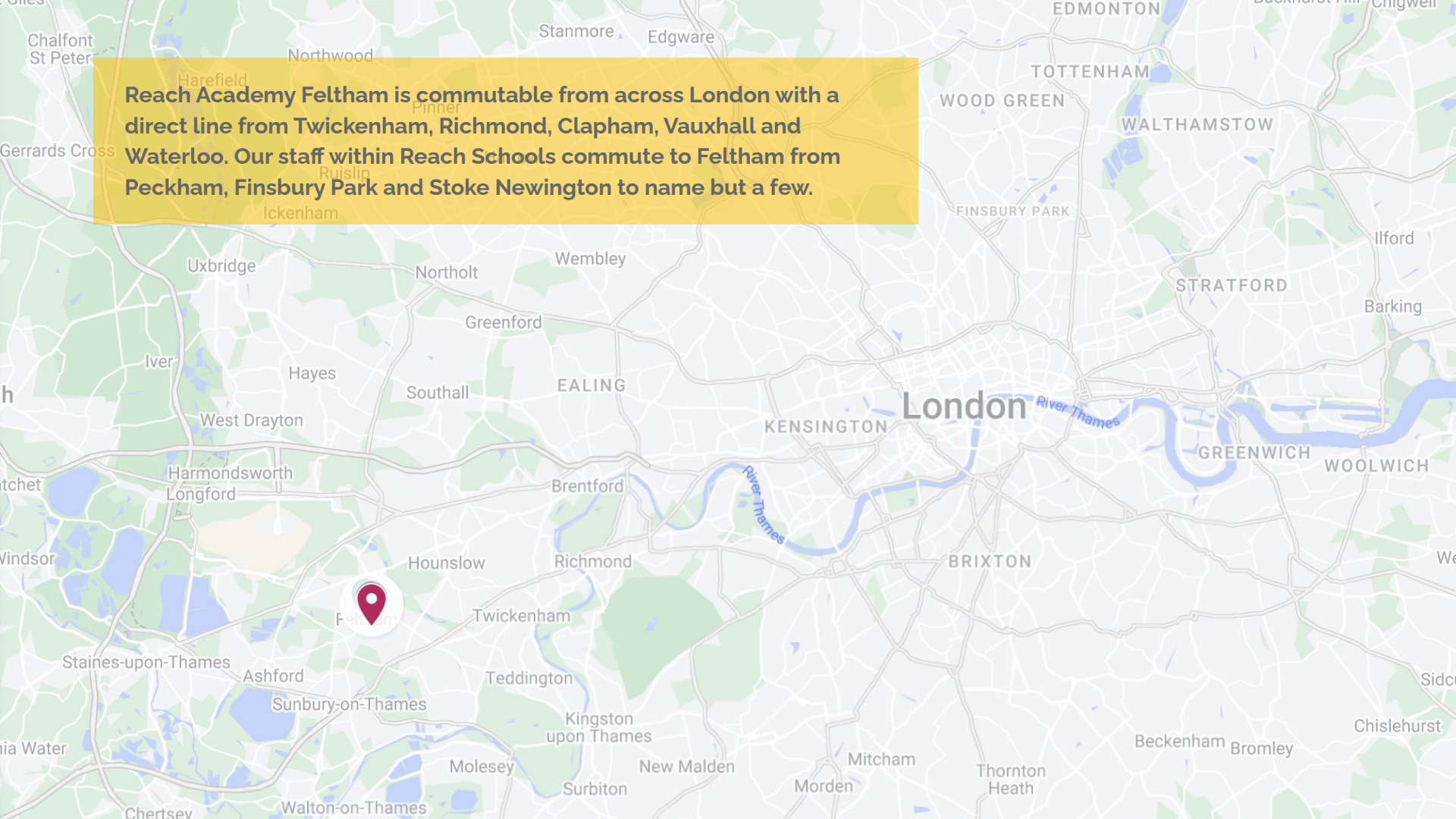
**Start date:** September 2024

**Salary:** Inner-London salary, commensurate with experience

**Location:** Feltham

**We embrace flexible working and have extensive experience of team members working flexibly.**

**Reach Academy Feltham is commutable from across London with a direct line from Twickenham, Richmond, Clapham, Vauxhall and Waterloo. Our staff within Reach Schools commute to Feltham from Peckham, Finsbury Park and Stoke Newington to name but a few.**



# Personal specification

- Proven ability to motivate others towards an aspirational goal (D).
- Values driven (R);
- Strong belief in excellent outcomes for all, especially the most
- vulnerable (R);
- Excellent communication, interpersonal & organisational skills
- Have the belief that all children deserve a life of choice and opportunity (R)
- We will invest in any necessary training for you.

**We will invest in any necessary training for you.**

# Main responsibilities

- Work alongside teachers to support learning in the classroom, ensuring that the environment is set up to enable all pupils to succeed
- To keep records of pupils' progress and share these with colleagues using the school practices;
- To plan, run and evaluate necessary intervention to support key children in Early Years;
- To support children on the playground, to make the most of these less structured periods.
- Take responsibility for own professional development, identifying areas for development and proactively seeking opportunities to grow;
- Follow all school policies, including all those related to safeguarding and pupil safety;

# Main responsibilities

- Communicate effectively with parents ensuring that they are informed of progress and how they can support at home; and
- Organise equipment and materials for use inside the classroom.
- To do whatever it takes to support all children to go on and live a life of choice and opportunity.

You will always follow all school practices and protocols relating to Safeguarding and Child Protection and will act as a guardian and steward of the building and the community, ensuring that resources are taken care of and managed effectively. You will proactively take responsibility for your own development, seeking opportunities to learn, grow and lead.

You will undertake any other duties as directed by the Leadership Team.

# Employee benefits

We care deeply about our entire team. In order to take care of our students, we need to take care of one another. For this reason, Reach Schools offer great employee benefits throughout the year.

- **Weekly instructional coaching**

Professional development is important to us, so much so that we offer collaborative and non-hierarchical coaching in a fun and shame-free environment, every week.

- **10 inset days**

To ensure outstanding staff training and provide time to deeply understand pupil data and plan for great outcomes.

- **5 days term time leave**

We understand that accessing desired time off for teachers and school staff can be difficult. Throughout the year, we offer opportunities for team members to accrue term-time leave.

- **Flexible Working**

A diverse workforce with work-life balance is crucial for our school's stability. If you need to adjust your schedule for personal commitments or seek part-time or hybrid working, don't hesitate to let us know.

- **Enhanced maternity pay**

Reach Schools value families and community relationships. For this reason, we aim to be a support system for staff who are on maternity leave.

- **Free Friday breakfast**

On Fridays we show our appreciation to one another as a staff team with encouraging shout-outs and delicious pastries.



# About the process

How to apply

# How to apply

1. Please **read our 'Safer recruitment' statement** on the following pages below.
2. [Follow this link](#) to **complete an online application form**.
  - The deadline for application is Friday 12th April 2024, at 5pm. We actively encourage early applications. Applications will be reviewed as and when they are received.

If you would like to have an informal conversation to discuss the role, please contact the co-headteacher for Primary, Tilly Browne on [matilda.browne@reachacademy.org.uk](mailto:matilda.browne@reachacademy.org.uk) or the co-headteacher for Secondary, Beck Owen on [beck.owen@reachacademy.org.uk](mailto:beck.owen@reachacademy.org.uk)

# Safer recruitment

Reach Academy is committed to safeguarding and promoting the welfare of children and young people. In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

## Disclosure

This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred.

The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

## **Interview**

Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process, candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

## **Reference checking**

References from previous and current employers will be taken up for shortlisted candidates before interview and, where necessary, employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided.

## **Online searches**

Keeping Children Safe in Education (KCSIE) asks schools to carry out online searches on shortlisted candidates as part of the process of assessing suitability.

## **Probation**

All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

## **Equal opportunities**

Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all.

Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

If you require assistance in reading this information or in completing the application form, please contact [recruitment@reachacademy.org.uk](mailto:recruitment@reachacademy.org.uk).