



Enquire Learning Trust Application Pack
Teaching Assistant Level 3 (SEN Unit)
(ELTSEP2618)

Hardwick Green Primary Academy
Tithe Barn Road, Stockton-on-Tees, TS19 8WF



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The Enquire Learning Trust

We are a multi-academy trust currently responsible for 32 academies in four clusters across the North of England; North East Lincolnshire, Hull, Manchester, Teesside and North Yorkshire.

We work in complete collaboration with each of our academies and place a strong emphasis on school-to-school support and learning. Our academies work in collaboration with one another, sharing both their talent and ideas with others, giving employees the opportunity to learn from individuals within our other academies.

We recognise that the most important assets we have are our employees, and for our academies to succeed we need to ensure we employ the very best people in every single role. Our core values and beliefs are consistent throughout all of our academies, and our keys to success are at the heart of everything we do.

Every role across the Trust is valued, appreciated and purposeful. We believe that the outcome of every role across the Trust should improve the education each of our learners receive. Whether teaching, support or leadership, every single role is vital to the success of our academies.

We also recognise that all of our academies are different, and we encourage individuality. Whilst we believe our academies should work together to support best practice and to share ideas, we don't believe that implementing blanket priorities and objectives is pertinent to a successful academy, and we encourage autonomy for academy leaders wherever possible.

Values

- We believe that all learners can be powerful learners given access to extraordinary learning experiences. We want children and the academies they attend to be confident, successful and ambitious.
- We envisage a Trust where well led, highly skilled and committed professionals collaborate, learn and innovate together to ensure that all academies are successful and where all learners have access to effective and innovative provision that meets their needs and aspirations.
- We want to add value to achievement and raise standards. We also want to change lives. We know this requires our provision and our practice to be world-class – because of the distance we have to travel, we understand that good will not be good enough and that we need to develop a shared appreciation of excellence and then strive to enact this every day.
- We take learning seriously and work together to create a vibrant culture in which this can happen. We know that it's what we do that counts and that our thinking must be visible in classrooms if it is to have leverage. Children are at the forefront of all that we do and aspire to do. We take serious steps to engage them, to hear their voice in authentic ways and then to use their insight and expertise to develop radical pedagogies that tap into their passions and interests and use the potential of emergent technologies.

Hardwick Green Primary Academy

Our Academy



Hardwick Green is an average-sized primary school set in the Hardwick estate of Stockton-on-Tees in the North East of England. The community we serve is diverse and our children often have complex needs. Over 75% of our pupils are eligible for the Pupil Premium, and a high percentage have Special Educational Needs and/or Disabilities (SEND). We opened a sixteen-place SEND Unit in conjunction with Stockton-on-Tees LA in September 2025 and in September 2026 the unit expanded to have twenty four places.

Our school is founded on the seven values of RESPECT: resilience, empathy, self-awareness, positivity, excellence, communication and teamwork.



We expect all adults to embody these values and to foster these in our children.

Our school has had many exciting developments in recent years, including the opening of a two-year-old provision and significant investment in our outdoor areas. Working at our school will give you the chance to be part of a forward-thinking school where all staff are united in their desire to create a world-class learning environment for **all** children.

Our approach to teaching and learning is research-based and uses the 'Great Teaching Toolkit' at its heart. We have an established, high-quality curriculum which is broad, balanced and well-sequenced. What unites our curriculum is a knowledge-rich approach which allows our children to know more and remember more in each subject.

Many of the children that attend our school have complex social, emotional and mental health needs. We provide an exceptional level of support for these pupils with the Thrive approach at the core of this, supported by further provision such as our work with the local Mental Health Support Team. At the same time, we have the highest expectations of our pupils' behaviour. Our school is warm and calm environment where all children can flourish and no minute is wasted.

Our modern building boasts an interactive immersive classroom and spacious library filled with high quality texts. Our grounds are full of toys and loose parts as we are part of the OPAL scheme which significantly enhances pupils' play times.

We hope that you will come and visit us to see more about what makes our school unique. More information can also be found about us on our website: <https://hardwickgreenacademy.org/>

EAP Programme



The Trust offers a plan through Health Assured which provides access to valuable health and wellbeing services.

Key Features:

- Unlimited access to 24/7 confidential telephone helpline
- Up to 10 sessions of face to face, telephone and online counselling
- Access to the portal and wisdom app
- Coverage for spouse/partner and dependants
- Medical information line including articles, webinars and podcasts
- Menopause Support access to other resources such as 'Menopause Matters'
- Access to Perks and Discounts
- Online and mobile access, anywhere and anytime
- Self-help guides, mood and wellness trackers

Job Advert
Teaching Assistant Level 3 (SEND Unit)
Ref: ELTSEP2618

Working Hours: 33.5 hours

Working Weeks: 39

Salary Scale Range: NCJ 14 - 17

Contract Type: Fixed term, until 31st August 2027

Start Date: September 2026, or as soon as possible thereafter

Location: Hardwick Green Primary Academy, Tithe Barn Road, Stockton, TS19 8WF

About us

Hardwick Green Academy is a welcoming primary school in Stockton-on-Tees, serving a diverse community. We pride ourselves on creating a calm, supportive environment where every child can flourish. Our school values **RESPECT – Resilience, Empathy, Self-awareness, Positivity, Excellence, Communication, and Teamwork** – and we expect all staff to model these every day.

Working with us means joining a friendly, forward-thinking team in a modern building with excellent facilities. We value collaboration, positivity, and high standards, making Hardwick Green a great place to work and grow.

About the role

We are seeking an enthusiastic and committed Level 3 Teaching Assistant to join our dedicated SEN Unit team. Working alongside experienced teachers, teaching assistants, therapists and external professionals, you will play a vital role in supporting pupils to achieve their individual learning, communication, social and personal development goals.

This role involves working with children with a range of complex needs, including autism, speech, language and communication difficulties, developmental delays and associated learning needs. You will help deliver tailored learning opportunities, implement communication and sensory support strategies, and contribute to creating a safe, nurturing and highly inclusive environment where every child can thrive.

This is a rewarding opportunity to make a real difference in the lives of children and their families while developing your expertise within a growing and ambitious specialist provision.

What we are looking for

We are looking to appoint someone who:

- is a qualified Teaching Assistant (Level 3 or above)
- is an experienced Teaching Assistant and has recent, relevant experience of working with children with complex SEND
- shows compassion, resilience and patience in their care for children with SEND.
- holds every child and their family in the highest possible regard and lead by example, having high expectations of what every child can achieve.

What we can offer

You will benefit from working in a high-quality learning environment with excellent resources. The successful candidate will work closely with our established SEN Unit team and the Assistant

Principal for Inclusion, and will be well supported by the Senior Leadership Team and The Enquire Learning Trust. The Trust is firmly committed to delivering outstanding teaching and learning for all pupils and has high aspirations for every child's achievement. As a valued member of our team, you will have access to extensive, high-quality continuous professional development through both the Trust and the Local Authority.

You will also have access to:

- A friendly, welcoming, and supportive team, including highly effective and approachable senior leaders
- High-quality CPD and opportunities for professional development
- Strong support from the school, trust, local authority, and partner organisations
- Membership of the *Local Government Pension Scheme*
- Opportunities for development and progression
- Employee Assistance Programme provided by Health Assured
- Cycle to Work Scheme
- Lifestyle savings

Working arrangements

The role is fixed term, until 31 August 2027. The hours for this role are 33.5 hours per week, in the following pattern:

- Monday, Tuesday, Thursday & Friday: 8:30 – 3:30
- Wednesday: 8:30 – 4:30

For more information, please contact Alix Brown (Academy Business Manager) on 01642 677968 or enquiries@hardwickgreenacademy.org.uk

How to apply

You can apply for this position by visiting [The Enquire Learning Trust](#)

Closing date and time: Friday 16th October 2026 @ 12 noon

Interview Date: Wednesday 21st October, at a time to be confirmed

DBS/Safeguarding Statement

The Enquire Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. As this post involves access to children or vulnerable adults, the successful applicant will be required to obtain an **Enhanced Disclosure from the DBS**

Job Description

Teaching Assistant Level 3 (SEND Unit)

Main Purpose

The SEND Unit Level 3 Teaching Assistant will:

- Work under the guidance of SEND Unit class teachers to support the learning and development of pupils within the SEND Unit.
- Promote pupils' independence, self-esteem, and social inclusion.
- Provide support to pupils, individually or in small groups, to help them access the curriculum, engage in learning, and experience success.
- Be a committed member of a team with high expectations for the children in the SEND Unit.

Duties and Responsibilities

Teaching and Learning

- Support the learning of children with complex Cognition & Learning and/or Communication and Interaction needs.
- Assist in delivering high-quality teaching and learning experiences that enable children to make progress in line with their EHCP targets and recommendations.
- Maintain high aspirations for pupils' achievements and contribute to a positive learning environment.
- Help create and sustain a responsive and inclusive classroom environment tailored to pupils' needs.
- Work closely with the class teacher, SENDCo, and other staff to monitor pupil progress and support the implementation of targeted interventions.
- Carry out structured and agreed learning activities and interventions under the guidance of teaching staff.
- Promote and safeguard the welfare of pupils in line with school policies.

Working with Staff, Parents/Carers, and Relevant Professionals

- Build positive and respectful relationships with parents and carers to support pupil wellbeing and progress.
- Communicate effectively with pupils, staff, and families under the direction of the class teacher.
- Share observations and insights about pupils with teaching staff and relevant professionals to inform planning and provision.
- Contribute to meetings and discussions about pupil progress and barriers to learning, as directed by the class teacher.
- Work collaboratively with classroom teachers, specialist staff, and external professionals to support pupil needs.
- Maintain effective professional relationships with colleagues across the school.

Health and Safety

- Promote the safety and wellbeing of pupils by following school safeguarding procedures and statutory guidance (e.g. Keeping Children Safe in Education).
- Support pupils with personal care and hygiene needs in a respectful and dignified manner.

Professional Development

- Reflect on practice and seek opportunities to improve skills and knowledge relevant to the role.
- Participate in training and development activities provided by the school.
- Engage in the school's appraisal and performance management processes.

Other Areas of Responsibility

Safeguarding

- Work in accordance with statutory safeguarding guidance and school policies (e.g. Keeping Children Safe in Education, Prevent).
- Actively promote the safeguarding and welfare of all pupils.

The Level 3 TA will be expected to follow all school policies and the staff code of conduct. Please note, this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Level 3 TA may be required to carry out. The postholder may be asked to undertake other duties appropriate to the level of the role, as directed by the principal or line manager.

Person Specification

Teaching Assistant Level 3 (SEND Unit)

	Essential	Desirable
Professional Qualifications & Training	- Teaching Assistant Qualification – Level 3 - Willingness to participate in regular training and development opportunities	- Qualifications at GCSE level or equivalent in Maths and English - Recent and relevant professional development relating to SEND
Teaching Skills & Experience	- Experience as a TA in an education setting. - Recent and relevant experience of working with children within an education setting, with complex needs.	Experience of working in a specialist provision (e.g. SEND Unit or ARP).
Knowledge and understanding	- Ability to relate well to children and adults - Ability to work effectively within a team environment, understanding classroom roles and responsibilities - Ability to build effective working relationships with all pupils – overcoming any obstacles. - Ability to promote a positive ethos. - Ability to work with children on specific targets as identified in their EHCP's. - Ability to adapt own approach in accordance with pupils needs. - Understanding of principles of child development, impact of complex profiles and appropriate strategies. - Numeracy and literacy skills which support the understanding around core subject learning. - Be able to maintain confidentiality - Excellent communication skills - Understanding around behaviours linked to need.	- Understanding of technology to support SEND needs specifically. - Specialist subject knowledge within the SEND arena.
Personal Qualities	- Enthusiastic with a love of learning and seeking solutions to break children's barriers to learning. - An understanding and proven commitment to all aspects of equal opportunities. - Excellent communication and organisational skills. - Ability to establish strong partnerships with parents and professionals. - Creative, reflection, resilient and compassionate. - Ability to be calm and responsive. - Showing 'botheredness' everyday!	Willingness to pursue self-study.

Contact details for the academy:



Hardwick Green Primary Academy
Tithe Barn Road
Stockton
TS19 8WF

Tel: 01642 677968

Principal: Chris Story
Academy Business Manager: Alix Brown

Email: enquiries@hardwickgreenacademy.org.uk

The Enquire Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All ID and qualification checks will be made prior to appointment, as will online searches of candidates (Keeping Children Safe in Education 2023). Any offer of employment will be subject to receipt of a satisfactory Disclosure & Barring Service check and Disqualification by Association Disclosure.

DISCLOSURE AND BARRING AND RECRUITMENT CHECKS

The Trust is legally obligated to process an enhanced Disclosure and Barring Service (DBS) check before making appointments to relevant posts.

The DBS check will reveal both spent and unspent convictions, cautions, reprimands and final warnings, and any other information held by local police that's considered relevant to the role. Any information that is "protected" under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 will not appear on a DBS certificate.

For posts in regulated activity, the DBS check will include a barred list check.

It is an offence to seek employment in regulated activity if you are on a barred list.

We'll use the DBS check to ensure we comply with the Childcare Disqualification Regulations. It is an offence to provide or manage childcare covered by these regulations if you are disqualified.

Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the trusts information governance policy which can be found on the website.

Please note this post is in regulated activity and exempt from the rehabilitation of Offenders Act 1974 and subject to satisfactory references and an enhanced DBS criminal records and barred list

check for work with children. An online search may be undertaken as part of the recruitment process on information available in the public domain. Candidates should disclose anything that may be relevant in line with Keeping Children Safe in Education.

Any job offer will be conditional on the satisfactory completion of the necessary pre-employment checks. Only applicants who have been shortlisted will be asked for a self-declaration of their criminal record or information that would make them unsuitable for the position. Any convictions that are self-disclosed or listed on a DBS check will be considered on a case-by-case basis.

All documentation will be treated confidentially and processed in accordance with Data Protection regulations