



## **Enquire Learning Trust Application Pack**

### **Teaching Assistant (Level 2) Nursery Provision**

Reference Number: ELTMAR2610

Roseberry Academy  
Roseberry Crescent  
Great Ayton  
Middlesbrough  
TS9 6EP

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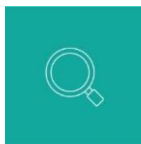
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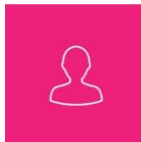
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## The Enquire Learning Trust

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.



Roseberry Academy is a vibrant, inclusive primary school at the heart of the Great Ayton community, welcoming children from age 2 to 11. We are proud of the strong, trusting relationships that define our school - relationships with our children, our families, our staff team, and our wider community. These connections create a safe, supportive, and aspirational environment where children feel secure, valued, and ready to learn.

Our school is surrounded by extensive outdoor space and the stunning landscape of Roseberry Topping, provides an inspiring backdrop for children to be active, explore, and enjoy time outdoors. Physical activity and outdoor learning already play an important role in supporting pupils' wellbeing and curiosity. As we continue to develop our outdoor learning offer, our beautiful setting will provide further opportunities to strengthen pupils' enjoyment of learning outside.

We are deeply committed to developing confident, articulate learners, and our work on Oracy with Voice 21 plays a central role in this. We want every child to have the communication skills, confidence, and presence they need to stand out and thrive in the future. This focus on language and voice is woven throughout our curriculum and embedded into daily practice.

Our approach to teaching and learning is rooted in strong pedagogy. We place significant emphasis on effective task design, purposeful use of technology, and evidence informed practice that ensures every learner can access high quality learning experiences. This commitment to professional growth is underpinned by our belief that *"if we create a culture where everyone believes they need to improve, not because they are not good enough but because they can be better, there is no limit to what we can achieve."* — *Dylan William*. This mindset is lived out at Roseberry every day and has contributed to strong outcomes. 80% of our pupils reached the national standard at the end of KS2 in reading, writing and maths combined in 2025. This reflects the dedication of our team: children, staff and families.

Roseberry Academy is an ambitious school looking ahead to the future. We are currently preparing for a new school building through the Department for Education's capital programme, with work expected to begin in the near future. This marks an exciting new chapter for our school and an opportunity to design modern, high quality learning spaces that reflect our vision and values.

With a strong identity, an ambitious outlook, and a culture where relationships truly matter, Roseberry Academy is a school where children flourish — and where leaders can make a meaningful, lasting impact.

The opportunity to collaborate with other schools and access high quality professional development sets us aside from many schools. As part of the Enquire Learning Trust, we ensure that you will benefit from a vast range of opportunities to develop your skills and learn with likeminded colleagues across the north of England.

# 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

**Teaching Assistant (Level 2) Nursery**  
**Reference Number: ELTMAR2610**

**Working Hours:** 27.5 per week

**Working Weeks:** 39 weeks per year (Term time only plus 5 training days)

**Salary Scale Range:** NJC SCP 3-4

**Contract Type:** Fixed Term until 31<sup>st</sup> August 2027

**Start Date:** asap

**Location:** Roseberry Academy, Roseberry Crescent, Great Ayton, Middlesbrough, TS9 6EP

### **About the role**

We are looking for a suitably qualified and experienced teaching assistant to join our friendly and caring team to work within our nursery provision on a daily basis, supporting the children to learn through play and exploration. You will be responsible for supporting the room leader in ensuring the environment is engaging and inviting, supporting children's welfare and communicating with parents and families.

### **What we are looking for**

The successful applicant must be reliable and adaptable, have positive attitudes and be able to engage actively in a wide range of activities. The successful candidate will need to show good levels of initiative.

We are seeking to appoint a highly motivated and energetic professional who:

- Is qualified at Level 2 with an Early Years specific qualification
- Has successful experience working in an early years setting
- Is committed to working in a team environment
- Is caring, compassionate and dedicated to making a difference
- Are highly organised and have a positive attitude towards their role

### **What we can offer**

Membership of relevant pension fund

Opportunities for development and progression

Employee Assistance Programme provided by Health Assured

Cycle to Work Scheme

Lifestyle savings

### **Working arrangements**

Monday	8.30am – 2.30pm
Tuesday	8.30am – 2.30pm
Wednesday	8.30am – 2.30pm
Thursday	8.30am – 2.30pm
Friday	8.30am – 2.30pm

For more information, please contact Mrs J Taylor, Business Manager, 01642 722883

Visits to school are welcome please contact the school office on 01642 722883

### **How to apply**

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

**Closing date and time:** Friday 7<sup>th</sup> August 12noon

**Interview Date:** TBC

**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

<b>Job Title</b>	Teaching Assistant (Level 2) – Nursery
<b>Location/Base</b>	Roseberry Academy, Great Ayton
<b>Reporting to</b>	Nursery Manager

## 1. Job Purpose

To support the day-to-day running of the nursery provision within the academy, under the guidance of the Nursery Manager. This includes ensuring the environment is stimulating, inviting and safe, and being a role model for other staff in the setting.

## 2. Main Duties

- Assist and deliver learning programmes in context of the Statutory Framework for the Early Years Foundation Stage, ensuring standards of safe practice and confidentiality by developing a high quality, consistent service that enables every child to make progress and supports them to learn, develop and be healthy and safe.
- Provide a secure foundation, delivering challenging learning and development opportunities that are planned around the needs and interests of each individual child, including children with diverse and complex needs that are reviewed and assessed regularly to measure progression.
- Work in partnership with parents, carers, other settings, colleagues and partner agencies to identify areas of need, including the Early Help Strategy, signpost/refer to supportive services and engage families in their children's learning and development, ensuring the sharing of information.
- Ensure that the environment promotes and provides equality of opportunity, reflects diversity and supports anti-discriminatory practice to meet the needs of all children and their families, ensuring they are included and supported.
- Follow the academy policies and procedures to ensure highest standards of safe practice and confidentiality, in accordance with Keeping Children Safe in Education guidelines and safeguarding procedures for working together.
- To ensure standards are maintained, which include health and safety, hygiene and general cleanliness of room and equipment.
- In relation to children's learning, seek-out and maintain appropriate training.
- To attend, participate and contribute to regular staff meetings, training, supervisions and appraisals.

**The post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.**

### **3. Additional Responsibilities**

#### **Safeguarding**

All staff members have a duty to report any concerns they have about the safety or wellbeing of pupils, staff and adults within School, as well as members of their families, including children. Employees should be aware of their roles & responsibilities to both prevent and respond appropriately to abuse. They should undertake the safeguarding training required for their particular role.

#### **Health and Safety**

All employees have a responsibility under the Health and Safety at Work Act 1974 for their own health, safety and welfare and to ensure that the agreed safety procedures are carried out to provide a safe environment for other employees and anyone else that may be affected by the carrying out of their duties. All staff have a responsibility to identify and report risks, hazards, incidents, accidents and near misses promptly, in accordance within our Health and Safety Policy. All staff must be familiar with emergency procedures in their workplace.

#### **Customer Care**

Enquire Learning Trust are committed to providing the very best of homemade food and delivering a Focused service to our customers. All staff employed within the organization are expected to treat pupils and staff with respect at all times during their contact throughout services we provide.

# PERSON SPECIFICATION

**POST TITLE:** Teaching Assistant (Level 2) – Nursery Provision  
**GRADE:** NJC 3-4

<b>Qualifications / Training</b>	<b>Essential / Desirable</b>	<b>Method of Assessment</b>
Valid Level 2 qualification specialising in Early Years.	E	Application, Interview
Appropriate experience in an Early Years setting	E	Application, Interview
Willingness to participate in relevant training and development opportunities	E	Application, Interview
Basic Food Hygiene Certificate	D	Application, Interview
<b>Experience</b>	<b>Essential / Desirable</b>	<b>Method of Assessment</b>
Recent and relevant experience of working with two-year-old children within an EYFS setting.	E	Application, Interview
Experience of working within the EYFS statutory framework	E	Application, Interview
Experience in different EYFS settings	D	Application, Interview
Experience with both 2 year old and 3/4 year old children	D	Application, Interview
<b>Skills and knowledge</b>		
Good knowledge of child development to support children's learning, development and care. Understanding of key worker systems and record keeping.	E	Application, Interview
Ability to relate well to children and adults	E	Application, Interview
Ability to work effectively within a team environment, understanding classroom roles and responsibilities	E	Application, Interview
Ability to build effective working relationships with all pupils and colleagues	E	Application, Interview
Ability to promote a positive ethos and role model positive attributes Ability to work with children at all levels regardless of specific individual need and identify learning styles as appropriate	E	Application, Interview
Ability to adapt own approach in accordance with pupils needs.	E	Application, Interview
Experience of resource preparation to support learning programmes / play schemes.	E	Application, Interview
Excellent communication and listening skills	E	Application, Interview
Be able to maintain confidentiality	E	Application, Interview
The ability to manage behaviour of children in a positive and supportive manner	E	Application, Interview
Knowledge of safeguarding and Keeping Children Safe in Education.	E	Application, Interview
Equal Opportunities and recognising the nature of the diverse school community	D	Application, Interview

Understanding of basic technology – computer, video, photocopier etc	D	Application, Interview
Working knowledge of relevant policies/codes of practice/legislation	D	Application, Interview
<b>Attitude and Impact</b>		
Calm, friendly, approachable and professional manner	E	Application, Interview
Flexible	E	Application, Interview
A commitment to working as part of the whole school team and supporting the vision and aims of the school	E	Application, Interview
High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements	E	Application, Interview
Ability to build and maintain successful relationships with pupils; treat them consistently, with respect and consideration, and demonstrate concern for their development as learners.	E	Application, Interview
Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work	E	Application, Interview
Ability to liaise sensitively and effectively with parents and carers, recognising their role in pupils learning	E	Application, Interview
Able to improve their own practice through observations, evaluation and discussion with colleagues.	E	Application, Interview
<b>Personal</b>		
Enhanced DBS clearance	E	Pre-employment check
Eligible to work in UK	E	Application, Interview

**Roseberry Academy**  
Roseberry Crescent  
Great Ayton  
Middlesbrough  
TS9 6EP

**Principal:** Mrs S Anderson  
**Telephone:** 01642 722883  
**Email:** office@roseberryacademy.org

*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