



Enquire Learning Trust Application Pack

SEN TEACHING ASSISTANT LEVEL 2

Reference Number: ELTAPR2612

Middlethorpe Primary Academy
Highthorpe Crescent
Cleethorpes
DN35 9PY



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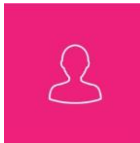
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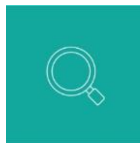
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The Enquire Learning Trust

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.

The Enquire Learning Trust is committed to promoting sustainability and environmental responsibility across all academies, in line with the DfE (Department for Education) Sustainability and Climate Change Strategy. We care deeply about creating school environments that positively

contribute to the communities we serve. Our approach includes driving progress towards net zero carbon emissions, protecting biodiversity, and equipping our children with the knowledge and skills to build a sustainable future.



Middlethorpe Primary Academy

Middlethorpe Primary Academy is based in Cleethorpes, a small seaside town on the east coast. We are a one form entry through primary educating children from the age of 2 to 11.

At Middlethorpe we pride ourselves on creating a warm and friendly environment in which everyone feels part of a large family- **'Together we learn to shine'**. Learning is at the heart of everything we do and through a varied and rich curriculum, our children leave our academy with aspirational outcomes and the skills to enable them to become lifelong learners. Our three drivers of Kindness, Responsibility and Pride underpin every choice we make and challenge everyone to become the best they can be.

Our Aims

- Build relationships within the school, with families and the wider community
- Create a happy, secure, stable and caring environment in which all children achieve to their full potential
- Inspire and nurture a love of lifelong learning
- Ensure all children reach their full potential and are prepared for the next stage in their educational journey
- Enable the development of our fantastic learning behaviours of curiosity, resilience, independence, reflection and collaboration
- Equip our pupils with the skills and confidence to articulate opinions, listen to others, reason and debate
- Instil our aims of kindness, responsibility and pride in all we do
- Provide a rich and varied range of experiences to enable children to understand the ever changing world they live in
- Develop global citizens who are self-aware, empathetic and able to make the world a better place

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

**SEN TEACHING ASSISTANT – LEVEL 2
SUPPORTING SEN CHILDREN**

Academy:	Middlethorpe Primary Academy
Recruiting Officer:	Steve Claybourn
Post Details	SEN Teaching Assistant Level 2 - Term time only + 5 training days Hours 31.25 per week - 8.45am – 3.30pm (30 minutes lunch) Monday to Friday (Term time only)
Job Title:	Level 2 Teaching Assistant to support SEN children
Reference No (if applicable):	ELTAPR2612
Contract Type:	Permanent
Description:	<p>Middlethorpe Primary Academy are seeking to appoint a SEN Teaching Assistant Level 2 to support children across the academy with a range of specific needs. Starting September 2026</p> <p>We are looking for:</p> <ul style="list-style-type: none"> • A driven and effective team player with a commitment to creating a climate where all children feel safe and thrive. • Someone with experience to effectively support children with Special Educational Needs in the areas of communication and interaction, cognition and learning and social and emotional development. • Someone with experience of with Children with ASD • Someone who has experience of working within a school setting and has an understanding of supporting children with specific learning needs • An intuitive and adaptable individual who can evolve their practice to ensure children remain engaged. • Someone who possess the relevant qualifications or experience and has had training in other relevant strategies for the role. • A committed and enthusiastic individual with good time keeping and a track record of excellent workplace attendance. • Someone with a sense of humour. <p>We can offer:</p> <ul style="list-style-type: none"> • The opportunity to work alongside a dedicated, committed and enthusiastic team • A commitment to extensive personal and professional development • A collaborative group of school both locally and further afield • Opportunities to further develop your career within the Trust <p>If you would like to discuss this role further please contact Mr. S. Claybourn, Head of School s.claybourn@middlethorpeprimary.co.uk or telephone the school office 01472 698185.</p>

	We are committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. We follow safer recruitment practices and all appointments are subject to satisfactory references and a successful enhanced DBS.
Salary:	NJC SCP 3
Advert Start Date:	21.5.26
Advert Closing Date:	12.6.26
Interview Date:	22.6.26
Job Description attached / enclosed?	Yes
Person Specification attached / enclosed?	Yes
Job application to be returned to:	k.willis@middlethorpeprimary.co.uk

How to apply

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

Closing date and time: Friday, 12th June 2026

Interview Date: Monday, 22nd June 2026

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

POST TITLE: SEN Teaching Assistant Level 2

GRADE: NJC 3

REPORTS TO: Senco

Main Responsibilities: To assist in promoting the learning and personal development of the pupils to whom you are assigned, to enable them to make best use of the educational opportunities available to them in accordance with the child's individual needs.

1. To aid the pupil to learn as effectively as possible both in group situations and on his own by, for example:
 - Clarifying and explaining instructions
 - Ensuring the pupil is able to use equipment and materials provided
 - Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
 - Assisting in weaker areas, e.g. speech and language, verbal communication
 - Using praise, commentary and assistance to encourage the pupil to concentrate and stay on task
 - Liaising with the class teacher, other members of the Key Stage 2 Team, the SENCO and other professionals about individual targets, contributing to the planning and delivery as appropriate
 - Providing additional nurture to individuals when requested by the class teacher or SENCO
 - Consistently and effectively implementing agreed behaviour management strategies
 - Helping to make appropriate resources to support the pupil
2. To establish supportive relationships with the pupils concerned.
3. To promote the acceptance and inclusion of the pupil with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner
4. Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
5. To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem.
6. To mark pupils' work under the direction of the class teacher
7. To support the pupils in developing social skills both in and out of the classroom
8. To support the use of ICT in learning activities and with specific programmes to support learning.
9. To provide regular feedback on the pupil's learning and behaviour to the teacher/SENCO, including feedback on the effectiveness of the behaviour strategies adopted

10. Under the direction of the class teacher carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development
11. When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance
12. Where appropriate, to know and apply positive handling techniques
13. To know and apply school policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc
14. Where appropriate to develop a relationship to foster links between home and school, and to keep the school informed of relevant information
15. To be aware of confidential issues linked to home/pupil/teacher/school
16. To contribute towards reviews of the pupil's progress as appropriate
17. To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment
18. To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties
19. To be willing to support playground/break time supervision e.g. educational games, homework clubs etc
20. To accompany teacher and pupils on educational visits
21. To provide individual support, as required, during examination sessions
22. To carry out the above duties in accordance with the Education Department's Equal Opportunities Policy.

Additional Responsibilities:

- To contribute to the overall ethos/ aims of the academy
- Promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with school policy and encourage pupils to take responsibility for their own behaviour
- Be aware of and comply with policies and procedures relating to Child Protection, health, safety and security, confidentiality and data protection and reporting all concerns to an appropriate person in accordance with relevant policies
- Attend to first aid issues in line with school policy. This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

SEN Teaching Assistant Level 2 - Person Specification

Requirements	Standard	Essential/ Desirable	How is it identified
Work experience	<ul style="list-style-type: none"> • Experience of working in a childcare setting • Good time keeper and a track record of good workplace attendance 	Essential Essential	<ul style="list-style-type: none"> • Application • Reference • Interview
Knowledge	<ul style="list-style-type: none"> • Grade A-C in literacy and numeracy GCSE or equivalent qualification • Understanding of assessment recording online learning journeys and observations • Experience/qualification in working with children with learning difficulties 	Essential Essential Essential Essential	<ul style="list-style-type: none"> • Application • Reference • Interview
Skills	<ul style="list-style-type: none"> • An ability to manage challenging behaviour • An ability to undertake personal and intimate care to a high standard • An ability to work with a range of agencies • An ability to work using own initiative • An ability to work under the direction of others • An ability to work with parents 	Essential Essential Desirable Essential Essential Essential	<ul style="list-style-type: none"> • Application • Reference • Interview
Attitudes	<ul style="list-style-type: none"> • Ability to maintain confidentiality • Keen to develop skills and knowledge • Nurturing • Committed • Driven and enthusiastic • Intuitive and adaptable • Reliable • Confident • Self-motivating • Willing to work as part of a team 	Essential Essential Essential Essential Essential Essential Essential Essential Essential	<ul style="list-style-type: none"> • Application • Reference • Interview

SAFEGUARDING

Middlethorpe Primary Academy are committed to safeguarding and promoting the wellbeing of children and young people and the Principal must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. You will need to demonstrate knowledge and understanding of relevant guidance and legislation, and to display commitment to the protection and safeguarding of children and young people. The successful candidate will be required to undergo an enhanced DBS check before securing their employment at Middlethorpe Primary Academy.

Contact details for school:

Mrs. K. Willis (Business Manager) 01472 698185 – k.willis@middlethorpeprimary.co.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.

