

**SHAVINGTON ACADEMY**  
*Rope Lane, Shavington, Cheshire CW2 5DH*

Tel: 01270 260717

Email: [recruitment@shavington.academy](mailto:recruitment@shavington.academy)

Website: [www.shavington.academy](http://www.shavington.academy)

Headteacher: Mrs Emma Casewell



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*Applications are invited for the full-time permanent post of*

## **Teaching Assistant**

**Required to start 1<sup>st</sup> September 2026**

**Actual Salary: £15,392-£16,406**

**25 hours per week, 39 weeks per year**

### **Overall Purpose of Post**

To support teaching staff in the development and education of pupils in accordance with the aims and policies of the Academy.

### **Main Responsibilities**

- Assist teaching staff in the delivery of learning activities and work programmes and undertake predetermined activities with pupils so that their intellectual and social development (including self-reliance and self-esteem) is fostered.
- Provide input into the planning and evaluation of learning activities for individuals and groups of pupils to enable the teaching staff to make informed decisions when developing their plans.
- Supervise the activities of individuals or groups of pupils both in and out of the classroom (including educational visits) to ensure their safety and facilitate their physical and emotional development in accordance with the Academy's behaviour management policy.
- Monitor individual pupil's progress, achievements and development and report these to the teaching staff/line manager to inform decisions taken regarding the Individual Education Plan, Behaviour Plans and Personal Care Programmes for a pupil.
- Liaise with parents and carers in conjunction with the teaching staff to ensure effective communication concerning the pupils' wellbeing.
- Record pupil information, as specified by the teaching staff/line manager to ensure that Academy's information systems are maintained.
- Attend to the personal, social and physical needs of pupils so that their wellbeing is maintained.
- Prepare and maintain learning equipment and ensure that the classroom is kept clean and tidy.
- Display and present the pupils' work under the direction of teaching staff, so that it enhances the classroom environment and celebrates achievement.
- Attend staff and other meetings and participate in staff training development work and staff reviews as required

Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the Headteacher/Governing Body from time to time, up to or at a level consistent with the Principal Responsibilities of the job.

**Shavington Academy is committed to safeguarding and promoting the welfare of all our pupils and expects all employees and volunteers to share this commitment**  
**All posts are subject to enhanced DBS checks and completion of Level 2 safeguarding training**

Informal inquiries prior to application should be made to [rchell@shavington.academy](mailto:rchell@shavington.academy)

**Closing Date: Wednesday 17<sup>th</sup> June 2026 @ 12 noon**

**Interview Date Week Commencing: 22<sup>nd</sup> June 2026**

To apply for this post, please complete an application form and provide a supporting statement of no more than two sides of A4 on your suitability for the post to Mrs E J Casewell, Headteacher.

**Application packs are available from the Academy website:** [www.shavington.academy](http://www.shavington.academy)

or by emailing: [recruitment@shavington.academy](mailto:recruitment@shavington.academy)

Applications should be returned to [recruitment@shavington.academy](mailto:recruitment@shavington.academy)

***Please note that only fully completed Academy applications forms will be considered***