



**Kingsbourne
Academy**

Teaching Assistant

Job Application Pack



Welcome to Kingsbourne Academy



Kingsbourne Academy will be the first new school to be built in Cheshire East since the local authority was formed in 2009, marking a significant moment for the growing Nantwich community.

Opening in September 2026 with a Reception class, Kingsbourne Academy will grow year by year alongside its children. Staff appointed now will play a key role in establishing the culture, relationships and learning environment that will define the school for years to come.



The state-of-the-art new building has been designed to create an inspiring, modern learning environment, with light, flexible spaces and excellent outdoor areas that support imaginative play, exploration and the highest standards of teaching. As the school grows year on year, you will have the opportunity to shape how these facilities evolve to meet the needs of future pupils.

This is a unique chance to grow a school, its ethos and its community from its very foundations.



Whilst our school may be new, our ambition is clear. We are committed to establishing a culture of excellence from day one, ensuring that children receive the very best educational experiences and that staff are supported to grow, develop and flourish in their roles.

About the role

We are seeking enthusiastic, nurturing and ambitious individuals to join our founding team as an Early Years Teaching Assistant. This is a rare opportunity to help establish a school from the very beginning, shaping the experiences of the first children and families who join our community.

Whilst supporting teaching and learning remains at its heart, the successful candidate will also play a significant role in helping to establish the daily life of a brand-new school. They will work closely alongside the Head of School, class teacher and wider trust team to create an environment where children flourish, families feel welcomed and staff are proud to belong.

We welcome applications from experienced Teaching Assistants, Early Years Practitioners, nursery staff, career changers and individuals at the beginning of their professional journey who share our ambition and commitment to children.

Most importantly, we are looking for people who are excited by the opportunity—and responsibility—of helping to establish a new school from the very beginning.

In three years' time, when people talk about Kingsbourne Academy, we want them to say that the founding team built something extraordinary because they cared deeply, worked together and aimed high from the very beginning.



Key responsibilities

Supporting Children's Learning and Development

- Work alongside the class teacher to support high-quality teaching and learning.
- Support children individually, in small groups and through whole-class activities.
- Promote children's independence, confidence and engagement in learning.
- Use effective questioning, modelling and interaction to extend children's thinking and learning.
- Encourage children's language development, communication and vocabulary acquisition.
- Support children's personal, social and emotional development.

Supporting High-Quality Early Years Provision

- Contribute to the development and maintenance of stimulating indoor and outdoor learning environments.
- Support high-quality continuous provision that promotes curiosity, exploration and independence.
- Assist in preparing, organising and maintaining learning resources and provision areas.
- Contribute ideas to enhance the quality of learning experiences and provision.
- Support learning through play and child-initiated activities.

Observation, Assessment & Planning

- Observe children's learning and development and contribute to assessment processes.
- Support the collection of evidence of children's achievements and progress.
- Share observations and information with the class teacher to inform future planning.
- Contribute to learning journeys and other assessment systems used within the school.
- Support the identification of children's next steps in learning.

Inclusion & Pupil Wellbeing

- Support all children to access learning and participate fully in school life.
- Promote inclusion and ensure all children feel valued, safe and respected.
- Support children with additional needs under the guidance of the class teacher and SENDCo.
- Foster positive behaviour and relationships in line with school expectations.
- Help children develop confidence, resilience and positive attitudes to learning.

Working with Families

- Build positive and professional relationships with parents and carers.
- Support transition arrangements for children joining the school.
- Participate in home visits and transition activities where appropriate.
- Contribute positively to events that engage and involve families in school life.
- Support the school's commitment to strong home-school partnerships.

Working as Part of a Founding Team

- Contribute positively to the development of the school's culture, systems and routines.
- Demonstrate flexibility and adaptability within a growing school environment.
- Work collaboratively with colleagues to establish high standards from the outset.
- Participate fully in staff training, professional development and school improvement activities.
- Actively contribute ideas that support the development of the Early Years provision.

Safeguarding & Welfare

- Promote and safeguard the welfare of children at all times.
- Follow all safeguarding, child protection and health and safety procedures.
- Maintain confidentiality and handle sensitive information appropriately.
- Report concerns in accordance with school safeguarding procedures.
- Contribute to a culture where children feel safe, respected and supported.

General Responsibilities

- Support and uphold the vision, values and ethos of Kingsbourne Academy.
- Act as a positive role model for children.
- Maintain high professional standards at all times.
- Undertake any reasonable duties commensurate with the grade and responsibilities of the post.
- Participate in performance management, training and professional development opportunities.

Additional Information

The postholder will be expected to work flexibly in response to the needs of a growing school and may be required to undertake duties that contribute to the successful establishment and ongoing development of Kingsbourne Academy.

Kingsbourne Academy is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to appropriate safeguarding and pre-employment checks.

Person specification

QUALIFICATIONS & TRAINING

Essential

- Good standard of literacy and numeracy.
- Commitment to professional learning and development.
- Willingness to undertake training relevant to the role.

Desirable

- Level 2 or Level 3 qualification in Childcare, Early Years, Teaching Assistance or a related field.
- Paediatric First Aid qualification.
- Relevant safeguarding training.

EXPERIENCE

Essential

- Experience working with children in an educational, childcare, community or voluntary setting.
- Experience building positive relationships with children and adults.
- Experience supporting children's wellbeing and development.

Desirable

- Experience within an Early Years setting.
- Experience supporting children with SEND and/or additional needs.
- Experience contributing to observations and assessment.
- Experience of continuous provision and play-based learning.
- Experience supporting outdoor learning.

KNOWLEDGE & UNDERSTANDING

Essential

- Understanding of the importance of safeguarding and child welfare.
- Understanding of the importance of positive relationships in supporting children's development.
- Awareness of children's social, emotional and developmental needs.
- Understanding that children learn in different ways and at different rates.

Desirable

- Knowledge of the EYFS Framework.
- Understanding of child development from birth to five.
- Understanding of observation and assessment within the Early Years.
- Understanding of effective home-school partnerships.

SKILLS

Essential

- Excellent interpersonal and communication skills.
- Ability to build positive relationships with children, families and colleagues.
- Ability to work effectively as part of a team.
- Ability to organise and prioritise workload.
- Ability to use initiative whilst working within agreed guidance.
- Ability to create a positive and engaging learning environment.
- Good ICT skills and willingness to learn new systems.

Desirable

- Experience using technology to support learning.
- Experience contributing to learning journeys or assessment systems.
- Experience supporting provision development.

PROFESSIONAL VALUES

Essential

- Commitment to safeguarding and promoting the welfare of children.
- Commitment to inclusion and equality of opportunity.
- Commitment to maintaining professional standards and confidentiality.
- Commitment to the vision, values and ethos of Kingsbourne Academy.
- Commitment to working positively with families and the wider community.

FOUNDING TEAM ATTRIBUTES

We are looking for individuals who:

- Are warm, nurturing and genuinely child-centred.
- Believe every child deserves an exceptional start to their education.
- Build trust quickly with children, families and colleagues.
- Are optimistic, resilient and solution-focused.
- Demonstrate initiative and a willingness to contribute ideas.
- Thrive in collaborative environments.
- Are comfortable working in a developing school where systems and routines are still being established.
- Are reflective and open to feedback.
- Have high expectations for themselves and for children.
- Show enthusiasm, energy and commitment to the role.
- Value outdoor learning, exploration and children's curiosity.
- Are excited by the opportunity to help build a new school from the very beginning.

“Opening Children’s Eyes to the Wonderful World of Possibility”

We can offer you...



- The opportunity to teach at a brand new school from its very foundations, with the freedom to establish a strong ethos, culture and vision from day one.
- Comprehensive support from a committed governing body and wider trust, ensuring you have everything you need to deliver an excellent, rewarding and impactful education to our pupils.
- The chance to grow professionally while developing a stimulating, state-of-the-art learning environment that evolves alongside the school and its community.
- The opportunity to join a passionate, forward thinking team of teachers and support staff who are united in their commitment to excellence and continuous improvement.
- The benefit of joining a collaborative and supportive network of experienced headteachers who are generous with their time, knowledge and expertise and who value shared learning and professional dialogue.
- An engaged and supportive parent community, excited about the opening of the new school and the opportunities that come from being part of a highly successful trust.
- Local trust schools that are keen to play an active role in school life to strengthen relationships and help build a strong sense of belonging as the school grows.

Why North West Academies Trust?

At the North West Academies Trust we believe that an aspirational and inspirational education is the right of every child. Our success is driven by a commitment to relentlessly work to improve standards and outcomes for our pupils.

As specialists in providing high quality education, we are passionate about supporting schools within their communities and helping to ensure outstanding learning opportunities for every child.

As part of NWAT we believe that the best possible education can only be provided if children are happy, well-fed and well-cared for. We understand that children learn best through experiences and that skills should be learned through fun, excitement and challenges. Residential, swimming, inter school sports and special days out take pride of place on all the Trust school calendars

We believe our schools should inspire excellence, offering world-class, safe environments where both students and staff can thrive in and out of the classrooms.

For our staff, we offer:

Enrolment to the Medicash Proactive Health Plan to help with costs of everyday healthcare.

Bespoke professional development opportunities.

Access to 24/7 Employee Assistance Programme.

Accredited counsellor to offer wellbeing support for all staff.

Positive recognition culture.

Open door policy for communication across the Trust.

Opportunity to contribute to the growth and development of NWAT.

Recruitment information

How to apply

If you have any questions regarding the role please contact Claire Booth at cbooth@nwatrust.co.uk, applications forms are available to download from the following link: northwestacademiestrust.co.uk/job-vacancies/ and should be returned to cbooth@nwatrust.co.uk by the closing date.

Safeguarding Commitment

The North West Academies 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 offers of employment are subject to an Enhanced Disclosure and Barring Service (DBS).

Diversity in the Workplace

The North West Academies Trust values diversity in the workforce and is committed to ensuring that throughout the recruitment and selection processes no applicant is disadvantaged or discriminated against because of the protected characteristics of age, disability, gender re-assignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief and sexual orientation.

Key information

Contract: Permanent

Hours per week: Full-time and/or part-time opportunities available (term time only)

Salary: Competitive

Responsible to: Head of School, Kingsbourne Academy

Start date: September 2026

Key Dates:

Closing date: Monday, 29th June 2026

Interview date: w/c 29th June 2026

Kingsbourne Academy

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