

Wildridings Primary School and Nursery



Level 3 (EYFS Apprenticeship) Teaching Assistant – October 2026

(Fixed Term contract until July 2028 and completion of Level 3 Teaching Assistant EYFS Apprenticeship)

Have you got a passion for bringing learning to life and having a positive impact on the lives of children? We are seeking a Level 3 (EYFS Apprenticeship) Teaching Assistant to join our Early Years environment in our nurturing primary school, where high expectations and a positive ethos go hand in hand. Our school values of teamwork, resilience, ambition, curiosity and kindness are at the heart of everything we do. You will join a dedicated team of staff who create vibrant, engaging, learning environments where our pupils feel safe, valued, and excited to learn more about the world. We are looking for someone who brings energy, creativity and a genuinely positive outlook to this exciting role.

The successful candidate will:

- Work in partnership with teachers and wider staff to maximise children's progress
- Maintain high expectations of children while fostering a warm and supportive environment
- Build excellent relationships with all children across the school
- Bring knowledge, enthusiasm and a willingness to learn

In return, Wildridings Primary School can offer you:

- A collaborative, vibrant and forward-thinking staff team
- Engaged, enthusiastic and respectful pupils who are eager to learn
- Strong systems of support and mentorship ensuring tailored training opportunities for all staff
- A school environment where everyone is valued to make a difference to the lives of all children

If you are ready to make a meaningful difference in the lives of children and bring positivity into the school every day, why not come and take a look around our thriving two-form entry primary school in the heart of Bracknell?

Safeguarding

Our school is committed to safeguarding and promoting the welfare of children/young people, and expects all employees, workers and volunteers to share this commitment. We will ensure that all our recruitment and selection practices share this commitment. This position requires an Enhanced Disclosure and Barring Service check because it involves contact with (or access to data concerning) children/young people/adults at risk.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020. If you are successful in being shortlisted for this position, you will be required to complete a self-declaration form, when you will need to tell us about any spent convictions, cautions, reprimands or warnings which may later appear on your DBS Certificate.

Equal Opportunities

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We are an equal opportunities employer and are committed to providing equality of opportunity to all. Our aim is to treat all employees and prospective employees with integrity, respect and consideration. We aim to ensure that individuals are recruited, selected, trained and promoted on the basis of ability, job Wildridings Primary School and Nursery is committed to safeguarding and promoting the welfare of children. This post is subject to satisfactory references, an enhanced DBS and qualifications check. requirements, skills, aptitudes and other objective criteria. In this respect we will ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, gender, sexual orientation, religion or belief, age, marital status or disability, or is disadvantaged by conditions or requirements which are not covered by legislation or existing codes of practice.

References

On your application form, you will be asked to provide the names and addresses of two people who will provide a reference. At least one must be from your current employer, completed by a suitable person with appropriate authority. If you have previously worked with children at least one must be from this employer. References will not be accepted from relatives or people writing solely in the capacity of friends. We take up references for all shortlisted candidates and wherever possible, we like to apply for these prior to interview.

Tours of the school

Tours of the school prior to application are encouraged as it will be great to show you around and answer any questions, please contact Dawn Parker (School Business Manager) via bursar@wildridingsprimary.co.uk to arrange a suitable time.

How to apply

Please complete our online application form via the [Jobs Go Public website](#).

Deadline for applications Thursday 1st October at 9.00am

Interviews being held Tuesday 6th October.

This is a fixed term contract until July 2028 and completion of Level 3 Teaching Assistant EYFS Apprenticeship.

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Level 3 (EYFS Apprentice) Teaching Assistant

Deadline for applications Thursday 1st October

Job Title: Teaching Assistant Level 3 Apprenticeship	Section/Location: Whole School
School: Wildridings Primary School	Grade/Salary Range: BG-K (SCP 3) FTE 0.7446
October start	Working Pattern: 8:30am to 3.30pm daily Additional 1.5hours/week for CPD Term time plus 3 Inset days
JOB PURPOSE	
To work with teachers to support teaching and learning, providing specialist support to the teacher in an aspect of the curriculum, age range or additional needs.	
DESIGNATION OF POST AND POSITION WITHIN SCHOOL STRUCTURE	
Works under the direction of the teacher or member of the Senior Leadership Team	
MAIN DUTIES AND RESPONSIBILITIES	
• Provide learning activities for individuals and groups of pupils under the professional direction and supervision of a qualified teacher, differentiating and adapting learning programmes to suit the needs of allocated pupils • Assess, record and report on development, progress and attainment as agreed with the teacher • Monitor and record pupil responses and learning achievements, drawing any problems which cannot be resolved to the attention of the teacher • Plan and evaluate specialist learning activities with the teacher, writing reports and records as required • Select and adapt appropriate resources/methods to facilitate agreed learning activities • Support pupils in social and emotional well-being, reporting problems to the teacher as appropriate • Teaching Assistants in this role are expected to undertake at least one of the following: ○ Provide specialist support to pupils with learning, behavioural, communication, social, sensory or physical difficulties ○ Provide specialist support to pupils where English is not their first language ○ Provide specialist support to gifted and talented pupils ○ Provide specialist support to all pupils in a particular learning area (e.g. ICT, literacy, numeracy, National Curriculum subject). ○ Provide specialist support and guidance to pupils through managing an aspect of wider school life, e.g. lunchtime provision, library. • Such other duties as may from time to time be necessary, compatible with the nature of the post.	
Teaching Assistants in this role may also:	
• Establish and maintain relationships with families, carers and other adults, e.g. speech therapists • Provide short term cover supervision of classes¹ • Supervise the work of other support staff/trainees	

¹ Roles at this level may provide cover supervision in line with the Workforce Agreement Modelling Group (WAMG) Note 22.

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- Be responsible for the preparation, maintenance and control of stocks of materials and resources
- Invigilate exams and tests
- Escort and supervise pupils on educational and out of school activities
- Guide and support pupils in their personal, emotional and social development
- Prepare and present displays
- Supervise individuals and groups of pupils throughout the day, including supervision in the classroom, playground and dining areas
- Assist pupils with eating, dressing and hygiene, as required, whilst encouraging independence
- Be involved in planning, organising and implementing individual development plans for pupils (such as Individual educational plans), including attendance at, and contribution to, reviews
- Work with pupils not working to the normal timetable.

SCOPE OF JOB (Budgetary/Resource Control, Impact)

The post holder is responsible for ensuring that the school child protection policy is adhered to and concerns are raised in accordance with this policy.



Person Specification: Level 3 (EYFS Apprenticeship) Teaching Assistant

Qualifications & Training	Essential	Desirable
Commitment to completing NVQ3 qualification in teaching assistance	x	
Very good literacy/numeracy skills.	x	
Willingness to train in relevant strategies, eg. ICT, bi-lingual, signing.	x	
GCSE English and Mathematics (Grade C/4 or above) or equivalent	x	
Competence Summary	Essential	Desirable
Passion for working with young people in a learning environment.	x	
Full working knowledge of relevant policies/codes of practice/legislation and working knowledge and experience of implementing national curriculum, relevant learning programmes/strategies and understanding of child development and learning processes and understanding of relevant statutory frameworks.		x
Able to deal with personal/hygiene needs of children and respond sensitively to pupils' needs	x	
Able to use ICT and administrative systems to effectively support learning and perform a range of administrative tasks.		x
Able to relate to and communicate well with children and adults, motivate pupils to learn, clarify and explain instructions to pupils and respond sensitively and flexibly to competing demands.		x
Able to work constructively individually and as part of a team, understand classroom roles and responsibilities and follow and interpret instructions and guidance.	x	
Able to prepare and display necessary teaching/learning resources and materials	x	
Able to work with pupils within an agreed behaviour management policy.	x	
Ability to undertake general administrative tasks	x	
Physically able to move easily between different levels of work in order to support, engage and interact with children of different ages and in different tasks.	x	
Work related Personal Requirements	Essential	Desirable
Commitment to equality of opportunity	x	
Commitment to continuing professional development.	x	
Other Work Requirements		
Able to identify own training needs and actively seek learning opportunities and participate in training and development activities	x	
Personal Qualities	Essential	Desirable
Suitability to work with children	x	
Must be willing to and enjoy engaging with parents/carers in order to encourage their close involvement in the education of their children		x
A flexible approach to work who enjoys being a positive team member	x	
Must have good communication skills both orally and in writing	x	
Must be able to manage own workload effectively	x	
Good interpersonal skills	x	
To practice equal opportunities in all aspects of the role and around the workplace, in line with policy	x	
The desire to progress		x

