

Frequently Asked Questions – Specialist Teaching Assistant

What is the salary for this position?

The salary for this role is £28,220 - £30,285 per annum, dependent upon qualifications, skills, and relevant experience.

Is there a probationary period?

Yes. All new employees of The Children's Trust are required to complete a five-month probationary period. This is a regulatory requirement and provides an opportunity for both the employee and employer to ensure the role is a good fit.

What are the working hours?

The role is based on 37.5 hours per week, although part-time hours may be considered for suitable candidates.

What are the normal working days and times?

The standard working pattern is Monday to Friday, 9:00am to 5:00pm.

Is this a term-time-only role?

No. This position follows a 52-week working pattern, supporting the school's operations throughout the year rather than term-time only.

How much annual leave is provided?

Employees receive 262.5 hours of annual leave per academic year (1 September to 31 August), inclusive of bank and public holidays.

How are bank holidays and school closures managed?

School statutory closures and bank holidays are automatically deducted from your annual leave entitlement. Any remaining leave should be requested and agreed with the Head Teacher.

What notice period is required after probation?

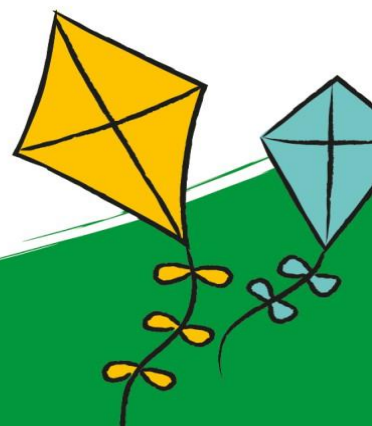
Following successful completion of probation, employees are required to provide six weeks' written notice if they wish to leave the organisation.

Are references obtained before interview?

Yes, Keeping Children Safe in Education (KCSIE) guidelines in England states schools and colleges should obtain references before the interview stage wherever possible. At least one reference (or all required professional references) should cover the current or most recent employer, including any past roles working with children.

What are the main responsibilities of the role?

You will support pupils with their learning, care, health, therapy, and behavioural needs. This includes following individual support plans, maintaining accurate records, and assisting pupils to participate successfully in learning activities.



What skills are required for this role?

Successful candidates should have:

- Good written and spoken English.
- Basic numeracy skills.
- Confidence using IT systems including email, Microsoft Word, Excel, PowerPoint, Access, and MS Teams.
- Experience using or willingness to learn educational platforms such as National College, ECR, and ClassDojo.
- Strong organisational and communication skills.

What support and training will I receive?

The Children's Trust is committed to ongoing professional development. You will participate in mandatory and role-specific training to maintain competence, develop new skills, and ensure you can safely support pupils' needs.

When are inductions?

Induction training commences every month. The dates will vary between week 1 and week 2 of each month and the official date will be communicated nearer the time of your employment/start date with us.

Will I be expected to use technology regularly?

Yes. Daily responsibilities include updating electronic pupil records, using communication platforms, attending training via MS Teams, and recording pupil progress using digital systems.

What types of pupils will I support?

You will work with pupils who may have a range of educational, health, care, behavioural, and therapy needs. Training and ongoing support will be provided to help you meet these needs effectively.

What types of plans will I be expected to follow?

You will be required to understand, follow, and record information relating to:

- Educational programmes.
- Care plans.
- Education and Healthcare plans.
- Behaviour support plans.
- Therapy programmes.
- Accurate record keeping is essential to ensure consistency and pupil safety.

How important is record keeping in this role?

Record keeping is a key responsibility. You will maintain electronic pupil records, take evidence photographs where appropriate, and report significant achievements, concerns, or observations to teachers and other relevant professionals.

What do "Skills and Knowledge" mean?

Clinical skills and knowledge refers to the knowledge and practical skills needed to safely support pupils with health and care requirements. As you gain experience and complete additional training, you may become competent in supporting pupils with increasingly complex needs.

What qualities make someone successful in this role?

We are looking for individuals who are:

- Patient and caring.
- Positive and enthusiastic.
- Reliable and organised.
- Comfortable working as part of a multidisciplinary team.
- Committed to supporting pupil progress and wellbeing.
- Willing to learn and undertake ongoing training.

Will I work independently or as part of a team?

Both. While you will often support pupils on an individual basis, you will also work closely with teachers, therapists, healthcare professionals, and other support staff as part of a collaborative class team.

How does this role contribute to pupil safety?

You will play a vital role in ensuring pupils are safe by following agreed care, health, therapy, and behaviour plans, maintaining accurate records, and completing all required training.

Why join The Children's Trust?

This role offers the opportunity to make a meaningful difference to children's lives while benefiting from:

- Competitive salary.
- Generous annual leave entitlement.
- Structured training and development opportunities.
- Supportive multidisciplinary teams.
- Career progression through enhanced clinical competencies and specialist training.
- A rewarding environment focused on improving outcomes for children and young people.