



WESTONBIRT  
SCHOOL

# 1:1 TEACHING ASSISTANT

- CANDIDATE PACK -



## WELCOME FROM NATASHA DANGERFIELD

Thank you for your enquiry about working here at Westonbirt School; our unique school, housed in a Victorian mansion and set in 210 acres of beautiful English parkland. Here our students can be carefree, feel secure in their inspiring surroundings and are able to enjoy fresh air and extensive space.

Westonbirt offers an exceptional education in small classes, with expert teaching staff dedicated to ensuring each student reaches their full potential.

Alongside academic excellence, we are extremely proud of our achievements in many areas outside the classroom. Students are regularly selected to play lacrosse for England and Wales, Drama productions have aired at the Edinburgh Fringe to high acclaim, over two-thirds play at least one musical instrument. Over 90% of Sixth Form students go on to their first choice universities including Cambridge, Durham, Cardiff, Bristol, UCL and many more.

Individuality is celebrated and our students develop a level of confidence, which is neither arrogant nor taken for granted. Success is celebrated and development is nourished. Westonbirt is proud of all students who create their own unique story during their time with us.

We are a thriving boarding school and the 24/7 nature of life at Westonbirt enables us to provide truly personal pastoral care deliver, as part of delivering an outstanding holistic education for all pupils.

Underpinning all of this is a commitment to supporting our staff, ensuring that we are continually improving our practice and providing opportunities for development and leadership. I hope that you will want to discover what makes Westonbirt so unique and to apply to join our community. I look forward to receiving your application.



**Natasha Dangerfield**  
Headmistress



## THE OPPORTUNITY

Working with the Learning Support Department to support a designated pupil 1:1 and within the classrooms and around the school .

Candidates are sought who can demonstrate :

- Excellent communication skills with children and adults.
- Empathy, compassion and positivity.
- A sense of responsibility and able to use their initiative.
- A constructive and problem-solving attitude.
- Adaptability and flexibility.
- Good literacy Skills
- Computer Literacy
- An enthusiasm and interest in working with the PE department making sport accessible

## HOURS, SALARY & BENEFITS

Hours: This position is a for up to 32 hours per week, between Monday to Friday from 8.30am to 4.30pm, term time only dependant upon the school timetable and flexibility will be required.

This is a fixed term position and employment is dependent upon the pupil remaining at the school.

Salary: £12.60 per hour.

Benefits:

- 5% employer pension contribution
- Access to fully-funded apprenticeships, up to Level 7
- Means tested staff discount on school fees
- Save money with a prepaid cashback card
- Complementary lunch
- Access to the group's counselling scheme
- On-site parking

## APPLICATION & KEY INFO

The start date for this role is as soon as possible.

Applicants should complete the school's application form and submit by email to Miss Michelle Andrews, HR Officer at [michelle.andrews@westonbirtschool.uk](mailto:michelle.andrews@westonbirtschool.uk)  
The application form may be accompanied by a covering letter of no more than one page.

The closing date for applications is 9am on Tuesday 30 September 2025.

Interviews will be held as applications are received, we reserve the right to close the vacancy early due to high volume of applicants.

You can apply on TES - [Link here](#)

**Westonbirt Schools are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, reference and medical checks and the Disclosure and Barring Service.**

Wishford Education is an equal opportunities employer and welcomes applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.

If you need any adjustment for the application or interview process please contact:

[michelle.andrews@westonbirtschool.uk](mailto:michelle.andrews@westonbirtschool.uk)



## JOB DESCRIPTION

Working with the Learning Support Department to support pupils 1:1 and in classrooms with pupils to successfully support educational and social development to pupils within the school.

### Overview

- To provide up to 32 hours, one-to-one support for a Year 8 pupil who is a wheelchair user.
  - To work individually and in a class environment to support learning by being a practical assistant and scribe.
  - To liaise with teachers and SENDCO on content of delivery and outcomes of lessons.
  - To monitor and support the social and physical development of the child.
  - To have an interest in making sport and practical activities inclusive for all pupils and work with departments to create an inclusive environment
- To provide pastoral support to the nominated child.
  - To follow and implement the school's rules and policies, including those on behaviour and safeguarding.
  - To participate in school activities, attend meetings and training and perform supervision duties as appropriate.
  - To be aware of the school safeguarding policy and to act according to its instruction.
  - To establish constructive relationships and communicate with parents and outside agencies /professionals.
  - To be punctual and diligent in the execution of your duties.
  - To undertake such other duties as are required by the Head of Learning Support and the Headmistress.

### Main Responsibilities and tasks:

- To assist the Subject Teacher to deliver the curriculum to an individual child who has special educational needs.
- To support the child in order for them to physically access the school site safely including through use of a wheelchair where necessary.
- To monitor, evaluate and record the child's progress and attainment in order to feedback to the teachers, SENDCO and parents as appropriate.
- To assist teachers in the creation and implementation of Individual Education Plans for the nominated child.
- To work on individual programmes and strategies with the child under the direction and guidance of the class teacher and in accordance with the SENDCO.



## PERSON SPECIFICATION

The successful candidate will have the following skills, experience and qualities:

### **Skills:**

- Excellent communication skills with children and adults.
- A relevant NVQ or similar qualification related to working with children or an interest in gaining experience in working to promote inclusion in an educational setting
- The ability to work as successfully as part of a team.
- Empathy, compassion and positivity.
- Good written communication skills.
- A sense of responsibility and able to use their initiative.
- A constructive and problem-solving attitude.
- Adaptability and flexibility.

### **Personal Qualities:**

- A 'can do' attitude and the willingness to work hard to get things done
- Ambition, energy, enthusiasm and commitment
- Be able to take the initiative; able to take an idea, developing it through to completion
- Have a good sense of humour and be flexible and adaptable.
- Excellent organisation skills

## SAFER RECRUITMENT

Westonbirt School recognises its responsibility to safeguard and promote the welfare of the children and young people in their care.

This responsibility encompasses the following principles:

- To protect children from harm (maltreatment).
- To prevent impairment of children's health and development.
- To ensure that children are growing up in circumstances consistent with the provision of safe and effective care, thus enabling those children to have optimum life chances and to enter adulthood successfully.



## WESTONBIRT SCHOOL

Located in the heart of the Cotswolds, Westonbirt School is housed in a magnificent building, formerly the home of the Holford family. It has extensive grounds, including a nine-hole golf course and is set in an area of outstanding natural beauty, situated opposite the world famous Westonbirt Arboretum with whom we have a good relationship.

The Senior School is an independent boarding and day school for pupils aged 11-18. The School also benefits from sharing the grounds with Westonbirt Prep, a growing Prep School and Nursery. The School campus includes a Sports Centre and Swimming Pool and a 9-hole Golf Course.

The School consistently achieves excellent academic results and provides the pupils with a broad range of extra curricula activities to give depth to the learning. All pupils are inspired to achieve their very best potential and leave School with confidence and an ambition for lifelong learning.

For more information on Westonbirt School, please visit: [www.westonbirt.org](http://www.westonbirt.org)

## WISHFORD SCHOOLS

In May 2018, Westonbirt Schools joined the Wishford Schools group. Founded in 2011, the group currently comprises nine independent schools in Wiltshire, Gloucestershire, Berkshire and Kent. The group aims to provide an excellent education to all pupils, giving every child the opportunity to shine. Standards and expectations are high, and staff and pupils are challenged and supported to give their best.

Schools work closely with the group's senior leaders to define the school's strategy and then enjoy the autonomy to run their schools, while benefiting from the support that membership of the group brings. In addition to strategic input and the sharing of best practice, the group provides expertise in property, legal, HR, finance, compliance and marketing matters leaving heads with time to focus on the children within their care.

For more information on the Wishford Schools group, please visit:  
[www.wishford.co.uk](http://www.wishford.co.uk)



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